



# Hillsborough Board of Education

## Office of Special Services

379 South Branch Road, Hillsborough, NJ 08844 - (908) 431-6600 - (908) 369-8286 fax

**This is a sample of the letter you will receive with all detailed information filled in when your child becomes classified.**

September, 2016

Dear Parent/Guardian:

All student IEPs and progress reports will be paperless and viewed on the TIENET Parent Portal. You can access the TIENET Parent Portal via the following website: [Tienet.htps.us](https://Tienet.htps.us) Do not include "www"

Access to the Parent Portal will be through your individual username and password. This information is listed below.

*(This is what the screen on TIENET looks like):*

<b>School District ID</b>	<b>hillsbnj</b>
<b>User ID</b>	<b>P:(type in Student ID #)</b>
<b>Password</b>	<b>(Password is case sensitive)</b>
<b>Log in to</b>	<b>Local</b>

(After you log in to TIENET you will be prompted to change your password.)

Please feel free to contact Mrs. Margaret Schaefer at 908-431-6600, Ext. 2405, if any issues arise.

Thank you.

Click here to return to home page

Click here to locate IEP

Click here to log out

Click here to read Announcements

The screenshot shows the Tienet home page. At the top left is the Tienet logo and navigation links. At the top right, the user is logged in as 'Parent Of First Name Last Name (Woods Road E.S.)' with a 'Logout' link. Below the navigation bar is a 'My Home Page' button. The main content area includes a 'Quick Access' section with links for 'Personal Options/Content', 'Access Self-Service Documents', and 'Change My Password'. Below this is a 'Messages' section stating 'You have no new messages'. The 'Announcements' section contains a table with one entry: 'Welcome!' from 'ADMIN (Security Administrator)' on 'Tue, 6PM'. A 'Logout' link is also visible in the top right corner.

Click here to open IEP

The screenshot shows the 'Self-Service Documents' page. It features a table with columns for 'Document', 'Creation Date', and 'Modification Date'. Under the '2013-14' section, there is one document listed: 'Individualized Education Program (NJIEP)' created on '10/08/2013 Tue, 02:38 PM' and modified on '10/08/2013 Tue, 02:39 PM'. A callout points to the document name.

Click on arrow to drop down to IEP sections and Progress Report

The screenshot shows the 'Individualized Education Program (NJIEP)' page. At the top, there is a 'Section:' dropdown menu currently set to 'Cover Sheet'. A callout points to the dropdown arrow. Below the navigation bar, the page header reads 'Hillsborough Township Board of Education Department of Special Services' with the address '379 South Branch Road, Hillsborough, NJ 08844-3443' and phone number '(908) 431-6600'. A purple banner displays 'Individualized Education Program (IEP)'. Below this, the user's name 'First Name Last Name' and school year '2013-14' are shown. At the bottom, the 'State ID' is '121314' and the 'Grade' is 'Second grade'.