

Perry County School District #32

Parent/Student Contact Log

1. Open SIS in your web browser: <https://sdm.sisk12.com/pv/>
2. Type in your user login: user name and password
3. Click Login
4. Check school year: Mid-screen, Click *Actions*, Click on correct school year.
5. Click on the "parent/student contact log" icon-*clipboard with pencil* located in the middle of the screen.
6. Click on "Add to my logs".
7. Type in the name of the student..
8. Fill in the contact information.
9. Be sure to click **apply** or **done**.