

Contacts

Contacts includes specific data about the student's guardians. The panel shows summary information by default.

- Click Show to see the full view of each contact
- Click Edit to modify contact data
- Click Delete to remove a contact
- Click +New to add a new contact

Edward James Novak: Contacts
ID# 88888

Name	Type	Notify	Decision Maker	Sign Docs	Ordinal Number	Actions
Robert Novak	father	true	true	true	1	Show Edit Delete

Filter by keyword

Demographics
Contacts
Enrollments
Staff Assignments
Notes
Additional Documents
Program Summaries
Extra Student Field Instances

- To add subitems such Addresses, Phone Numbers, and Languages, click the corresponding Add button
- To remove subitems such Addresses, Phone Numbers, and Languages, click the corresponding Remove button
- After edits are complete, click Update Contact
- Click Cancel to leave the screen without saving

MTSS/RTI
IEP

Edward James Novak: Editing Contact

ID# 88888

* First Name	Middle Name	* Last Name	Suffix																											
Robert		Novak	▼																											
Relationship type		Nick Name																												
Father																														
Start date		End date																												
07/19/2019																														
Email																														
dadnovak@email.com																														
<input checked="" type="checkbox"/> Authorized to sign docs <input checked="" type="checkbox"/> Decision maker <input checked="" type="checkbox"/> Notify <input type="checkbox"/> Needs translator																														
Addresses <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">* Address Type</td> <td style="text-align: right;">Remove</td> </tr> <tr> <td colspan="2">Home Address</td> <td style="text-align: right;">Remove</td> </tr> <tr> <td colspan="2">* Street address 1</td> <td>Street address 2</td> </tr> <tr> <td colspan="2">123 East Road</td> <td></td> </tr> <tr> <td colspan="2">* City</td> <td>* State</td> </tr> <tr> <td colspan="2">City</td> <td>TX</td> </tr> <tr> <td colspan="2"></td> <td>* ZIP code</td> </tr> <tr> <td colspan="2"></td> <td>78321</td> </tr> <tr> <td colspan="3"> Add Address </td> </tr> </table>				* Address Type		Remove	Home Address		Remove	* Street address 1		Street address 2	123 East Road			* City		* State	City		TX			* ZIP code			78321	Add Address		
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Add Address																														
Phone Numbers <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">* Type</td> <td colspan="2">* Value</td> </tr> <tr> <td colspan="2">Cell</td> <td colspan="2">(111) 222-3333</td> </tr> <tr> <td colspan="4"> Remove </td> </tr> <tr> <td colspan="4"> Add Phone Number </td> </tr> </table>				* Type		* Value		Cell		(111) 222-3333		Remove				Add Phone Number														
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Languages <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">* Name</td> <td colspan="2">* Relationship</td> </tr> <tr> <td colspan="2">English</td> <td colspan="2">Primary</td> </tr> <tr> <td colspan="2"> Add New Language </td> <td colspan="2"> Remove </td> </tr> <tr> <td colspan="4" style="text-align: right;"> Cancel Update Contact </td> </tr> </table>				* Name		* Relationship		English		Primary		Add New Language		Remove		Cancel Update Contact														
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