

# Welcome!



Greetings Willett Parents!

Willett Elementary School is using an online program called *Beehively*.

We use this web-based application for our weekly newsletter Who's News and for our student directory, as well as for school-wide announcements, calendar events, and school forms. Once you register and create a password, Beehively provides you online access to our school and your student's classroom.

For **returning families**, we have pre-registered parents using the email address(es) on file with DJUSD.

If you are a **new family**, please email Jenny Canfield at [jennycanfield18@gmail.com](mailto:jennycanfield18@gmail.com) with the email address you want to use for your account and she will set up a login for you.

Step 1	Visit the school portal <a href="http://willett.beehively.com">willett.beehively.com</a>
Step 2	Click "Need a Password?" from the left side log in menu. Please enter your email address and click "Send Password Link." If your email address was not recognized, please follow the provided link to register, and allow some time for the school to approve your account.
Step 3	From the Password Reset email, click the link provided to select your password. Please note that passwords must be 8 characters.
Step 4	Once you select a password, please log in and click the My Info button to the top right side to review and/or update you account information and settings. Be sure to click the tabs (Personal Detail and Personal Information) to review all the fields and click Save at the bottom of the page.

*All information is kept private and will not be released to any third parties.*

Please select your password and log in as soon as possible. Thank you!

