

From: St. Patrick Catholic School nsturtzel@stpatlou.org
Subject: FACTS Student Information System
Date: April 30, 2025 at 10:08 AM
To: smackowiak@stpatlou.org



Dear St. Patrick Parents,

We shared earlier this year that all Catholic elementary schools in the Archdiocese of Louisville will be transitioning to the same Student Information System, or SIS, beginning in 2025-26. We will be using FACTS, which is the same company that provides our tuition management platform.

The time has come for you to create your new FACTS Family Portal Accounts. Our teams have been working diligently to prepare and are excited to move forward with the next phase of implementation. We want to make this process as smooth as possible.

REMINDER: PowerSchool will remain active through the end of the school year for our 2024-25 grades and attendance.

Below, you will find step-by-step instructions for setting up your new FACTS Family Portal account. This upgrade, known as FACTS Premier integration, is now LIVE.

PLEASE NOTE: Access to your FACTS Tuition Account may be temporarily disabled until you complete the new single sign-on setup through the Family Portal. Once each parent has their own login to their FACTS Family Portal, you'll enjoy seamless access between your Tuition and Student Information System accounts - all in one place.

It's very important that this setup is completed in a timely manner. To get started, please use the FACTS Family Portal link available in the instructions below or on the school website.

FACTS Family Portal Login Instructions

- Please go to the website <https://www.factsmgt.com>
- Top Right on the site, click on “Log In Here” by Parents & School Administration
- In the “For K-12 Families” box, click on “Family Portal Login”
- Enter the District Code (see below)
- If you already have an account, enter your username and password and click Login.
- Click “Create New Account” if you have not set this up yet
- Enter the email address that received this email, and our District Code: **SPC-KY**
- You will receive an email from SIS Customer Support containing a link that will allow you to create your username and password. For security purposes, the link will remain active for six hours.
- Please click on the link. A Change/Create Password screen will open. You may use the default username provided or create a new username.
- Then type in your desired password into the Password field and Confirm
- Click on the Save Username and/or Password button
- Close the window.
- Log in to FACTS Family Portal as instructed above

If you are having any difficulties, please call the school office and we will support you. Mrs. Cathy Giangarra, Director of Technology, is our Team Lead on providing information and answers to our FACTS questions.

Thanks in advance for your patience, understanding, and cooperation during this transition to FACTS SIS. We firmly believe this will be a better experience for our families, faculty, staff, and the Office of Catholic Schools in the Archdiocese of Louisville by providing access to more of your important information in one central location.

Sincerely,

Dr. Nathan Sturtzel
Principal

St. Patrick Catholic Church | 100 North Beckley Station Rd. | Louisville, KY 40245 US

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