



Binghamton City School District

Christopher Columbus School
164 Hawley Street
PO Box 2126
Binghamton, NY 13902-2126
(607) 762-8100
Fax: (607) 762-8112

Absence Management

Absence Management is an automated service that greatly simplifies and streamlines the process of recording and managing absences and finding substitutes.

How do I interact with Absence Management?

1. You can interact with Absence Management by logging in through “Google: Apps for Education Accounts” on the district website.
2. To access the “Google: Apps for Education Accounts”, visit the school district website and click the tab “For Staff”. Scroll down until you see the icon for “Google: Apps for Education Accounts”.
3. Click the icon and you will be directed to the School District “My Apps” page. Here, you will have an icon for “Frontline Education”. Click the icon and select the Absence Management option.
4. Once you are in Absence Management, you will be able to enter absences, check your absence schedule, update personal information, and exercise other features such as uploading your lesson plans for substitutes to view online.
5. You can also call Absence Management toll free at 1-800-942-3767. Simply follow the voice menu to enter and manage absences and access other features. We recommend that you call in to check the computer recording of your name and title. To do this, press option 4 and follow the prompts.



Important notes:

Your ID and Pin numbers for accessing Aesop are as follows:

- ID Number: Your recorded phone number with the district
- PIN Number: Assigned Pin number from when you were hired. You would have received an email from Kathryn Pot, Personnel Secretary with this credential.

*When entering an absence, please wait until you receive a confirmation number before you terminate the phone call or lose your internet browser window. Your transaction is not complete until you receive a confirmation number.

If you have any questions, please contact Kathryn Pot, Personnel Secretary/Substitute Coordinator by phone (607) 762-8100 ext: 208 or email potk@binghamtonschools.org.