



**SHAKER HEIGHTS CITY SCHOOL DISTRICT**  
**Shaker Heights, Ohio**

**Retrieval of Online Reports from NEONET**

- Go to <https://portal.neonet.org/content/fiscweb-main-menu> in your web browser.
- Click “Shaker Heights City Schools”
- If your screen shows “Your connection is not private”, click on the word “Advanced” in the lower left corner.
- Another message will appear; click on “proceed to [neonet.k12.oh.us](https://neonet.k12.oh.us) (unsafe)”.
- Choose your building or fund group from the listing provided.
- When prompted to enter a user name and password, please fill in the following information for our district:
  - User Name: sha\_pubrec
  - Password: shaker2019
- The budsum (budget summary), findet (financial detail) and podetl (purchase order detail) reports will appear on your computer screen. These reports are updated every night.

Please feel free to contact Gus Stager at (216)295-4328 if you have questions regarding these reports. Thank you.