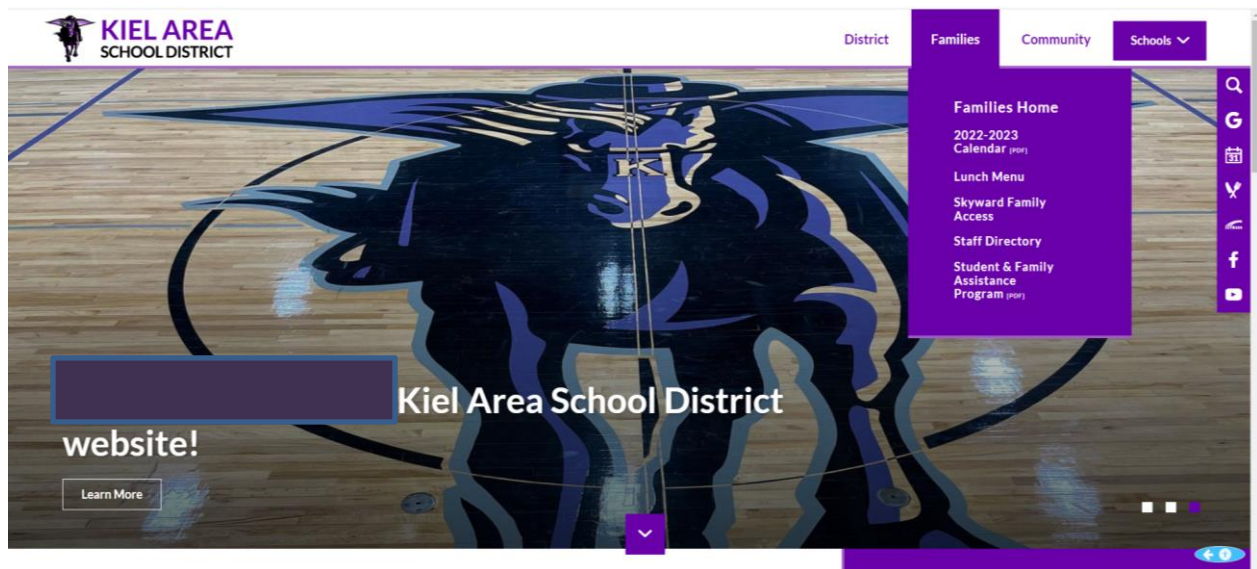


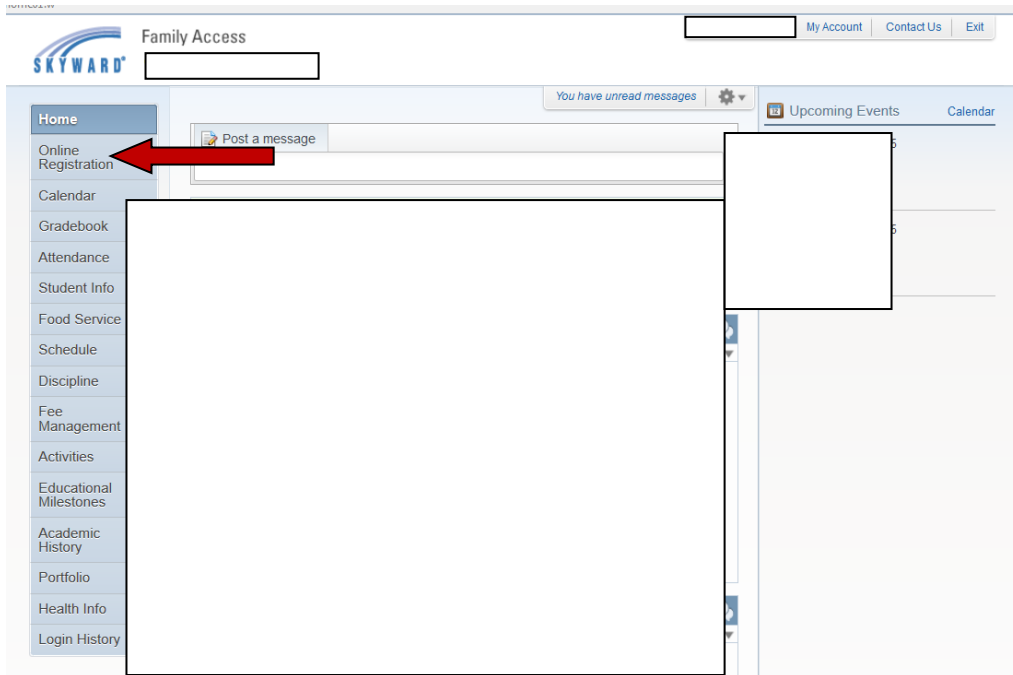
Log-in to the Kiel Area School District website at www.kiel.k12.wi.us and click on Families, then Skyward Family Access



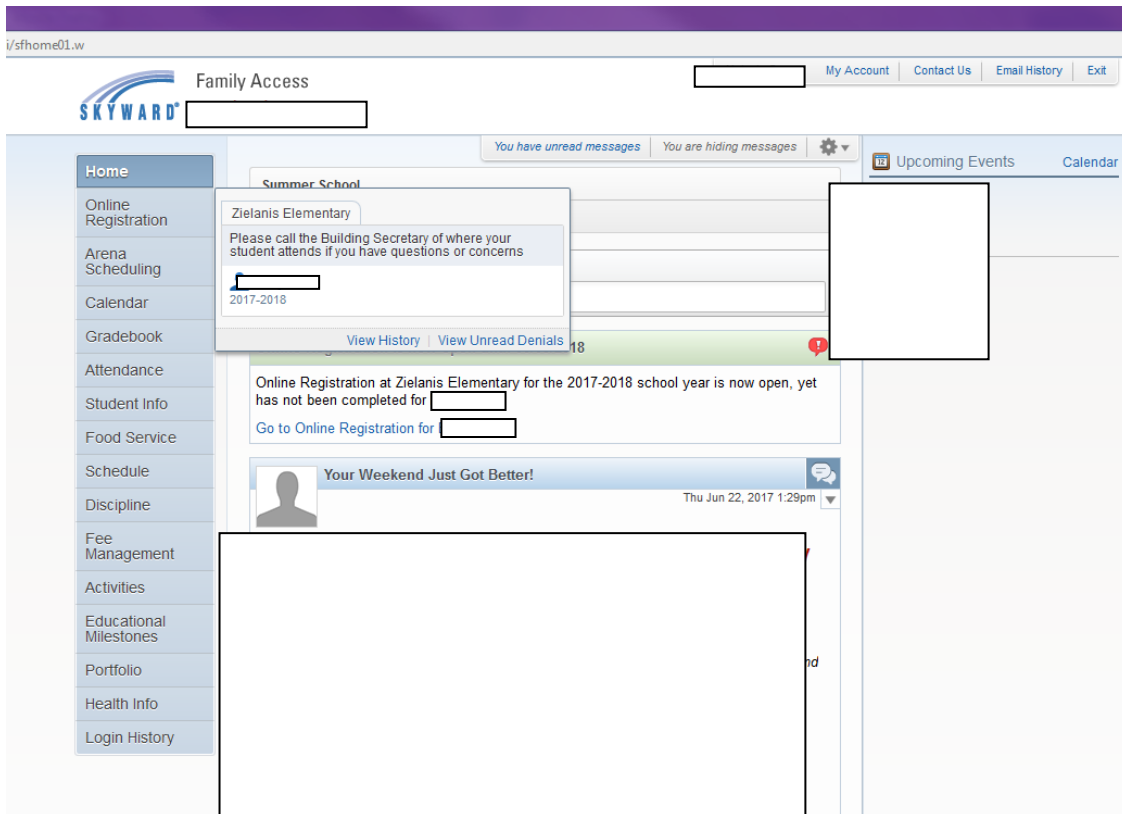
Log-in to skyward to begin online registration process

A screenshot of the Skyward login page. At the top is the Skyward logo, a stylized rainbow, and the text 'SKYWARD® Kiel Area School District'. Below this are two input fields: 'Login ID:' followed by a purple box, and 'Password:' followed by a white box. A 'Sign In' button is positioned to the right of the password field. At the bottom right of the login area, the version number '05.12.06.00.08-10.2' is displayed. Below the main login area, there is a 'Login Area:' label and a dropdown menu currently set to 'Family/Student Access'.

Once logged into Family Access, on your Home screen select "Online Registration" on the left hand side of the screen.



You will then see a box with a listing of all your children. You will NEED to complete registration for all children listed (one child at a time - then go back and select next child).



Complete each step and check the box after completion in order to move to the next step. **PLEASE NOTE:** When making changes in Step 2 - If your employer or medical personnel is not listed in the drop down menus (**do not add them**), please email Renee Wallstead at rwallstead@kiel.k12.wi.us and she will update the information. When updating **medical personnel they are listed by last name first.**

Zielanis steps:

The screenshot shows the Skyward Family Access interface. At the top, there's a search bar and navigation links for My Account, Contact Us, Email History, and Exit. The main content area is titled 'Online Registration' and shows 'Step 1. Please review/update student ethnicity and Race (Required)'. The step content includes a message from Dr. Brad Ebert, District Administrator, explaining the need to update student data by race and ethnicity. A 'Continue' button is visible at the bottom of the message. To the right, a 'District Message' sidebar lists 9 steps, with '1. Please review/update student ethnicity and Race' selected. A purple arrow points to 'a. Student Information' under step 1. Below the main content, a button reads 'Complete Step 1 and move to Step 2a'. A green arrow points to this button. A text box at the bottom explains: 'Please click on the "Complete Step # and move to Step #" box after each question. A green check mark must show after each step to show completion, especially for step 9.'

➡ When completing Step 2, please provide the complete middle name of your child due to the request of the Department of Public Instruction.

➡ Question 2a includes a Technology at Home Survey. Due to the impact Covid-19 has had on school districts and the necessity of providing instruction via virtual methods, DPI has begun collecting data on individual students and their access to an internet connection. Because of this, a Special Program - Technology at Home is included.

Middle School/BTLVA/High School/ eSchool steps:

Please click on the "Complete Step # and move to Step #" box after each question.

A green check mark must show after each step to show completion, especially for step 10.

When completing Step 2, please provide the complete middle name of your child due to the request of the Department of Public Instruction.

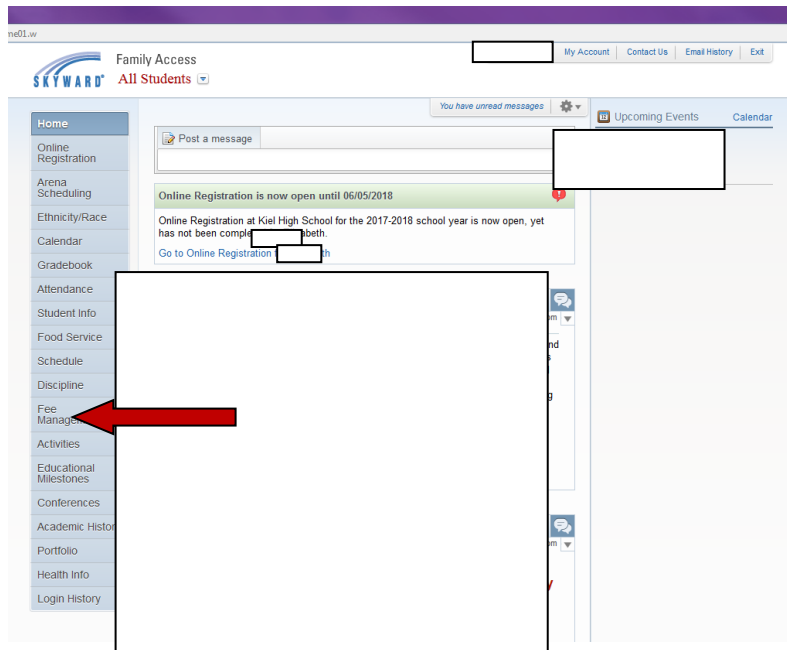
Question 2a includes a Technology at Home Survey. Due to the impact Covid-19 has had on school districts and the necessity of providing instruction via virtual methods, DPI has begun collecting data on individual students and their access to an internet connection. Because of this, a Special Program - Technology at Home is included.

A Chromebook care fee of \$35 will be assessed to all students that are enrolled in Middle School, High School, BTLVA, and eSchool.

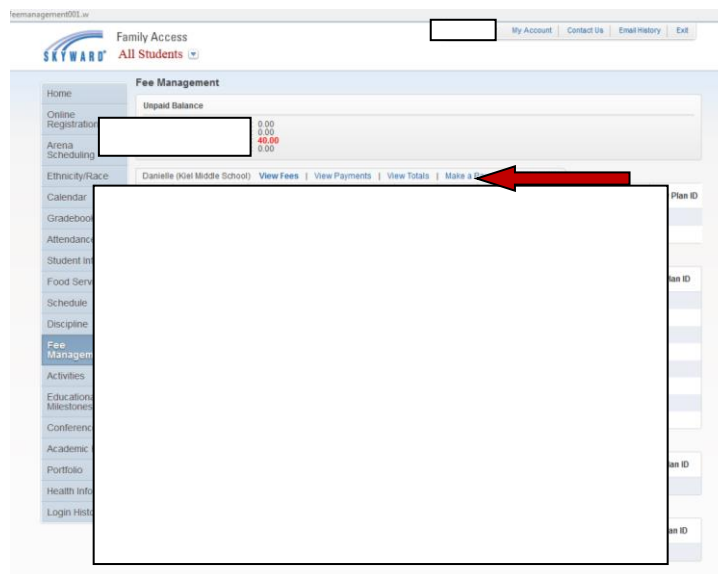
If the Chromebook care fee is not paid by September 15, 2023, the Chromebook care fee will be removed. After September 15, 2023, all costs to repair a damaged Chromebook will be the full responsibility of the student/parent.

Chromebook care will not be available for purchase after September 15, 2023.

After completing steps for all students, click on **Fee Management** (see arrow) to pay school fees for each student and add monies to the family lunch account.



Click on **"Make a Payment"**



Click on "Update Payment Amount" next to Food Service Payment.

Online Payment Entry for Use []

Online Payment Vendor: RevTrak [v] [Pay with Vendor] [Empty Cart]

I would like to make an online payment for:

| | | | |
|-------------------------|-----------------|-----------|---------------------------------------|
| [] | Total Paid: [] | 0000: [] | 0.00 |
| Food Service Payment: | [] | 0.00 | [Update Payment Amount] [Clear Items] |
| Fee Management Payment: | [] | 0.00 | [Update Payment Amount] [Clear Items] |

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In the "Food Service Payment" line, click "Update Payment Amount."

[Exit Demo]

Add your Payment Amount. Click "Update Cart".

Online Payment Vendor: RevTrak [v] [Pay with Vendor] [Empty Cart]

I would like to make an online payment for:

Update Food Service Payment Amount - Entity 400 ...

Update Food Service Payment Amount [Back]

Update Food Service Payment: [] CR

| | |
|---------------------|--------|
| Prior Year Balance: | 0.00 |
| + YTD Payments: | 0.00 |
| + Pending Payments: | 394.00 |
| - YTD Purchases: | 0.00 |
| Current Balance: | 0.00 |
| * Payment Amount: | 5.00 |

[Update Cart]

Asterisk (*) denotes a required field

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A pop-up will appear. Enter the amount you would like to pay, then click "Update Cart."

[Exit Demo]

Click on "Update Payment Amount" next to Fee Management Payment.

Online Payment Entry for User: [Redacted]

Online Payment Vendor: RevTrak [Pay with Vendor] [Empty Cart]

I would like to make an online payment for:

[Redacted] Total Payment: 5.00
Food Service Payment: 5.00 [Update Payment Amount] [Clear Items]
Fee Management Payment: 0.00 [Update Payment Amount] [Clear Items]

[Redacted] Total Payment: 0.00
Food Service Payment: 0.00 [Update Payment Amount] [Clear Items]
Fee Management Payment: 0.00 [Update Payment Amount] [Clear Items]

[Redacted] Total Payment: 0.00
Food Service Payment: 0.00 [Update Payment Amount] [Clear Items]
Fee Management Payment: 0.00 [Update Payment Amount] [Clear Items]

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Note that your amount has been added.

To pay for a different item, such as an activity fee, locate the appropriate child and, in the "Fee Management Payment" line, click "Update Payment Amount."

[Exit Demo]

Select fees that you wish to pay for. Chromebook Care is due by September 15, 2023 in order to have it this school year. Click on "Update Cart."

Update Fee Management Payment Amount

Update Fee Management Payment For [Redacted]

Fees for student [Redacted]

| Due Date | Description | Amount Due | Pay Charge | Pay Amount | Remaining Balance |
|------------|--------------|------------|-------------------------------------|------------|-------------------|
| 09/28/2011 | ACTIVITY FEE | 49.99 | <input checked="" type="checkbox"/> | 49.99 | 0.00 |

1 records displayed

Total Payment Amount for Selected Charges: 49.99 [Update Cart]

Fees that can be added to this student's account

| Description | Amount | Add Fee? | Why would I add this fee? |
|--------------|--------|----------|---------------------------|
| LOCK FEE | 10.00 | [Add] | |
| PARKING PASS | 50.00 | [Add] | |
| PLANNER | 6.00 | [Add] | |

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Check "Pay Charge" next to required fees. You may also click "Add" next to any optional fees you would like to pay. When finished, click "Update Cart."

[Exit Demo]

skyward.com https://pbroker1.skyward.com:486/scripts10/wsisa.dll/WService=11075web/sfamaedit021.w?noheader=yes&vSelectMode=N&isPopup=t

Online Payment Entry - Single Point of Entry Interface

Online Payment Entry for User: [Redacted]

Online Payment Vendor: RevTrak [Pay with Vendor](#) [Empty Cart](#)

I would like to make an online payment for:

[Redacted] Total Paid: \$5.00

Food Service Payment: 5.00 [Update Payment Amount](#) [Clear Items](#)

Fee Management Payment: 0.00 [Update Payment Amount](#) [Clear Items](#)

[Redacted] Total Paid: \$49.99

Food Service Payment: 0.00 [Update Payment Amount](#) [Clear Items](#)

Fee Management Payment: 49.99 [Update Payment Amount](#) [Clear Items](#)

[Redacted] Total Paid: \$0.00

Food Service Payment: 0.00 [Update Payment Amount](#) [Clear Items](#)

Fee Management Payment: 0.00 [Update Payment Amount](#) [Clear Items](#)

[« Back](#) 7/14 [Forward »](#)

When you have finished payments, click "Pay with Vendor."

[Exit Demo](#)

revtrak.net https://secure.revtrak.net/skywardtest/tek9.asp?pg=cart&sess=980c9c7bfb3b7b04687d0beb05c1e3f8

Your School Here

Browse


- Dance Tickets
- Donations
- Field Trips

All Products

Shopping Cart

Services

- *Home
- Contact Us
- My Account
- Password Reminder
- Policies
- Privacy Policy
- Products



Your Shopping Cart

Thank you for shopping with us! Here are the items you have chosen for purchase. (Your shopping cart is empty.)

To continue shopping click here: [Continue Shopping]

| Items: | Price | * Qty | Total |
|---|---------|-------|----------------|
| Skyward Food Service Payment [Redacted] (2) | \$5.00 | 1 | \$5.00 |
| ACTIVITY FEE [Redacted] (4) | \$49.99 | 1 | \$49.99 |
| Total: | | | \$54.99 |

[Empty \(E\)](#) [Go to Checkout \(>\)](#)

*Set the Quantity field to zero (0) to remove an item from your cart. Remember to click the "Update Totals" button if you modify quantities. When you are ready for Step 2, click the "Go to Checkout" button.

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Click "Go to Checkout" to proceed. Or, you may continue shopping in the RevTrak store for additional items.

[Exit Demo](#)

Your School Here

- Browse**
Dance Tickets
Donations
Field Trips
All Products
Shopping Cart

- Services**
*Home
Contact Us
My Account
Password Reminder
Policies
Privacy Policy
Products




Your Shopping Cart

Create an account with us, and make reordering a snap!

Enter your email address:

I am a new customer
(You'll create a password later)

I am a returning customer
and my password is

 [Sign in using our secure server >](#)
Forgot your password? [Click here.](#)

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At checkout, enter payment account login or create a RevTrak account.

[Exit Demo](#)

- Browse**
Dance Tickets
Donations
Field Trips
Test Group
All Products
Shopping Cart

- Services**
*Home
Contact Us
My Account
Password Reminder
Policies
Privacy Policy
Products



Your Shopping Cart

Welcome to Checkout! Please fill out the basic info needed to finalize your order. Thank You!

| Items: | Price | Qty | Total |
|--|---------|-----|----------------|
| Skyward Food Service Payment <input type="text" value="482"/> | \$5.00 | 1 | \$5.00 |
| ACTIVITY FEE <input type="text" value="84"/> | \$49.99 | 1 | \$49.99 |
| Total: | | | \$54.99 |
| Order Total: | | | \$54.99 |

[RETURN TO CART](#)

BILLING INFO:

* First Name: * Last Name:
* Address 1: Address 2:
* City: * State: * Country:
MN United States
* Zip Code: * Telephone:

*Required field

[Continue >](#)

[<< Back](#) 10/14 [Forward >>](#)

Enter billing information, then click "Continue."

[Exit Demo](#)

Browse
 Dance Tickets
 Donations
 Field Trips
 All Products
 Shopping Cart

Services
 *Home
 Contact Us
 My Account
 Password Reminder
 Policies
 Privacy Policy
 Products

VeriSign Secured
 GODADDY.COM WEBSITE PROTECTION
 PCI Data Security Certified
 POWERED BY RevTrak

| Items | Price | Qty | Total |
|--|---------|-----|-----------------------------|
| Skyward Food Service Payment [redacted]482) | \$5.00 | 1 | \$5.00 |
| ACTIVITY FEE [redacted]84) | \$49.99 | 1 | \$49.99 |
| | | | Total: \$54.99 |
| | | | Order Total: \$54.99 |

Customer Info
 [redacted]0

Credit Card Payment Info
 Pay with a previously used credit card
 xxxxxxxxxxxxxx1111

Pay with a different credit card
 Credit Card Number: [redacted] Cardholder Name: [redacted] Expires: Month [] Year []
 Nickname (Optional): [redacted]

Cancel > **Verify My Info >**

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Enter credit card information, then click "Verify My Info."

Exit Demo

Browse
 Dance Tickets
 Donations
 Field Trips
 All Products
 Shopping Cart

Services
 *Home
 Contact Us
 My Account
 Password Reminder
 Policies
 Privacy Policy
 Products

VeriSign Secured
 GODADDY.COM WEBSITE PROTECTION
 PCI Data Security Certified
 POWERED BY RevTrak

Your Shopping Cart

Cart

| Items | Price | Qty | Total |
|--|---------|-----|-----------------------------|
| Skyward Food Service Payment [redacted]482) | \$5.00 | 1 | \$5.00 |
| ACTIVITY FEE [redacted]84) | \$49.99 | 1 | \$49.99 |
| | | | Total: \$54.99 |
| | | | Order Total: \$54.99 |

Customer Info
 [redacted]

Credit Card Payment Info
 Credit Card Number: xxxxxxxxxxxxxx1111 Name On Card: [redacted] Expires: xx/13 Card Type: Visa
 Nickname for Account: [redacted]

Cancel > **Complete Order >**

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Ensure information is correct, then click "Complete Order" to process your payment.

Exit Demo

THANK YOU FOR YOUR ORDER! Please SAVE and/or [PRINT](#) this page for your records.

| | |
|----------------------|--------------------|
| 5/24/2012 3:45:40 PM | ORDER ID: 10797023 |
| BILL TO | SHIP TO |
| [Redacted] 5420 | [Redacted] 5420 |

| SKU | Product | Status | Carrier | Tracking # | Price | Qty | Total |
|-------|------------------------------|-----------|---------|------------|---------|-----|-----------------------------|
| SKY01 | Skyward Food Service Payment | Completed | Digital | | \$5.00 | 1 | \$5.00 |
| | ACTIVITY ACTIVITY FEE | Completed | Digital | | \$49.99 | 1 | \$49.99 |
| | | | | | | | Sub-Total: \$54.99 |
| | | | | | | | Grand Total: \$54.99 |

| PAYMENT INFO | |
|--------------|------------------|
| TYPE | Visa |
| NAME ON C | [Redacted] |
| CARD NUMBER | xxxxxxxxxxxx1111 |

To continue shopping, please click here.
To logout, please click here.

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Parents will receive an e-receipt, or they may Save/Print this page for their records.

[Exit Demo](#)

Food Service Account Information Payment **BOIG** All Payments Purchases Applications

Account Information [Redacted] [\[refresh\]](#)

Lunch Type: **NORMAL**

| | | | |
|---------------------|-----------------|--------------------|-------------------|
| Prior Year Balance: | \$0.00 | Last Payment: | \$0.00 |
| + YTD Payments: | \$0.00 | Last Check: | |
| + Pending Payments: | \$399.00 | Last Payment Date: | 05/23/2012 |
| - YTD Purchases: | \$0.00 | | |
| = Current Balance: | \$399.00 | | |

[Make Online Payment](#)

Student [Redacted] School: Entity (400) Grades 10 to 12 [Account Info](#) [Print](#) [Logout](#)

Fee Management Fee Activity All Payments

Unpaid Balance: **\$0.00** [\[refresh\]](#) [Make Online Payment](#)

| School Year | Ent | Due Date | Billing Description | Amount Charged | Amount Paid | Amount Due | Class |
|--------------|-----|----------|------------------------------|-----------------|-----------------|---------------|-------|
| 2011 | 400 | 09/28/11 | ACTIVITIES PASS - FAMILY | \$80.00 | \$80.00 | \$0.00 | |
| 2011 | 400 | 09/28/11 | ACTIVITIES PASS - INDIVIDUAL | \$40.00 | \$40.00 | \$0.00 | |
| 2011 | 400 | 09/28/11 | ACTIVITY FEE | \$49.99 | \$49.99 | \$0.00 | |
| 2011 | 400 | 09/28/11 | ACTIVITIES PASS - STUDENT | \$15.00 | \$15.00 | \$0.00 | |
| TOTAL | | | | \$184.99 | \$184.99 | \$0.00 | |

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In Skyward, parents can view their updated account balances immediately.

[Exit Demo](#)