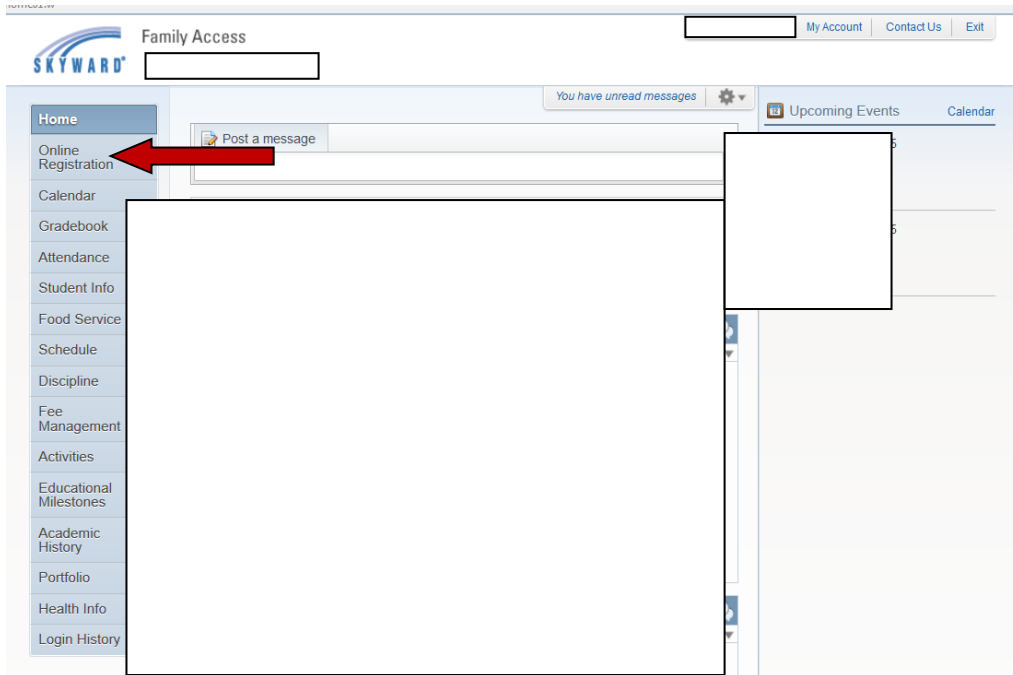**Log-in to the Kiel Area School District website at www.kiel.k12.wi.us and click on Families, then Skyward Family Access**
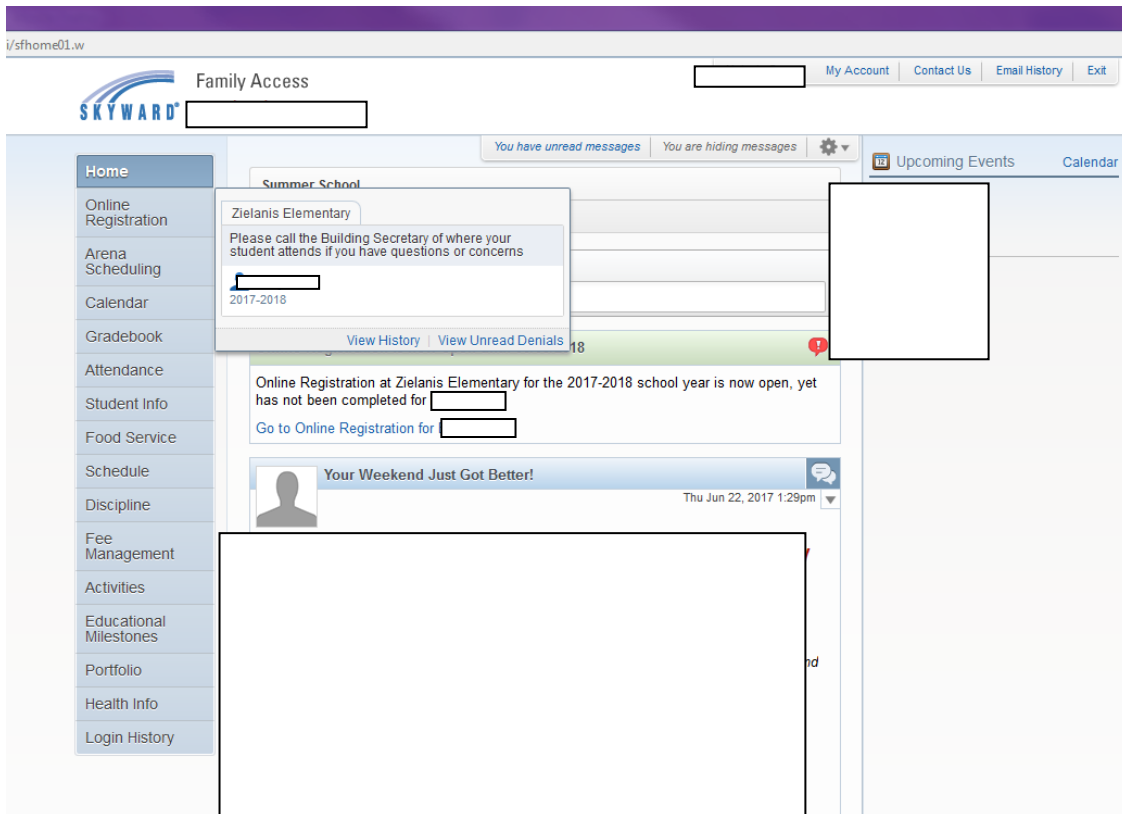

Log-in to skyward to begin online registration process

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:

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:

Online Registration

Home

Online Registration

Ethnicity/Race

Calendar

Gradebook

Attendance

Student Info

Food Service

Schedule

Discipline

Fee Management

Activities

Educational Milestones

Conferences

Academic History

Portfolio

Health Info

Login History

e School

Step 1. Please review/update student ethnicity and Race (Required)

Dear Parent or Guardian:

Every school district is required to report to the Department of Education each year student data by race and ethnicity categories that are set by the federal government. The Department of Education does not report individual student data to the federal government but does report the total number of students in various categories in each school. These reports help us keep track of changes in student enrollments and ensure that all students receive the education programs and services to which they are entitled.

The federal government recently changed the reporting categories for student data. As a result, you have the opportunity to update the student data for your child. With the new reporting categories, you may now identify your child by ethnic group (either Hispanic/Latino or not Hispanic/Latino) and by one or more racial groups (American Indian/Alaska Native, Asian, Black/African-American, Native Hawaiian/Other Pacific Islander, White). Starting with the 2009-2010 school year, all schools will report student data to the Department of Education using the new categories.

Please complete the online form by no later than the first day of school.

For more information about the student data reporting categories for ethnicity and race, please contact the district office.

Sincerely,
Dr. Brad Ebert
District Administrator

Continue

Complete Step 1 and move to Step 2a

District Message

1. Please review/update student ethnicity and Race

2. Please review/update student information

  a. Student Information

  b. Family Address

  c. Family Information

  d. Emergency Information

  e. Emergency Contacts

3. Home Language Survey

4. Parent emergency authorization

5. Internet, Ropes, Photos, Walking Field Trips, information

6. Please review the Kiel Middle School Student/Parent Handbook

7. Please review the Acceptable Use and Safety Policy (7540.03)

8. Please review the G Suite for Education consent form

9. Please review the Chromebook Procedures

10. Complete Online Registration

Previous Step | Next Step

Close and Finish Later

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.
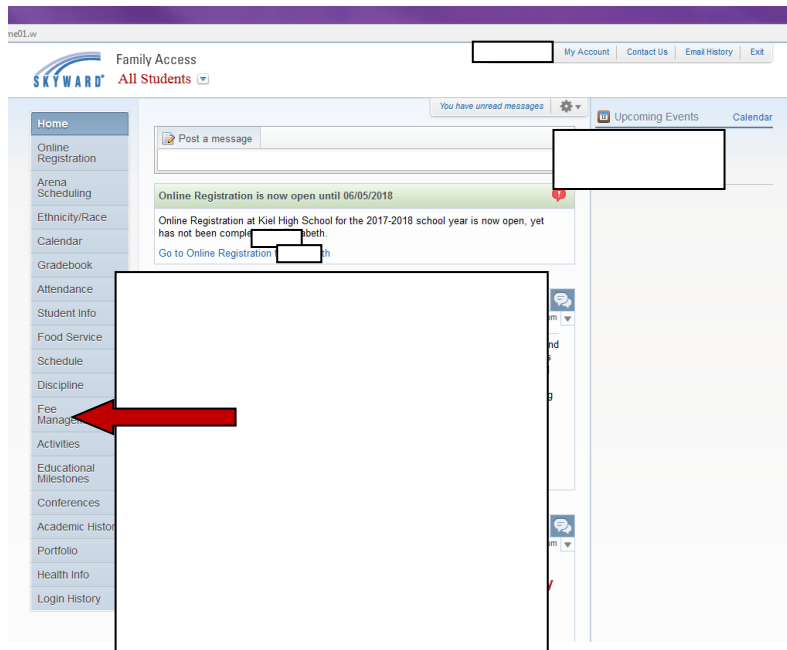
Question 2a includes a Technology at Home Survey. Due to the impact Covid-19 has had on school districts and the necessity of providing instruction via virtual methods, DPI has begun collecting data on individual students and their access to an internet connection. Because of this, a Special Program - 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.
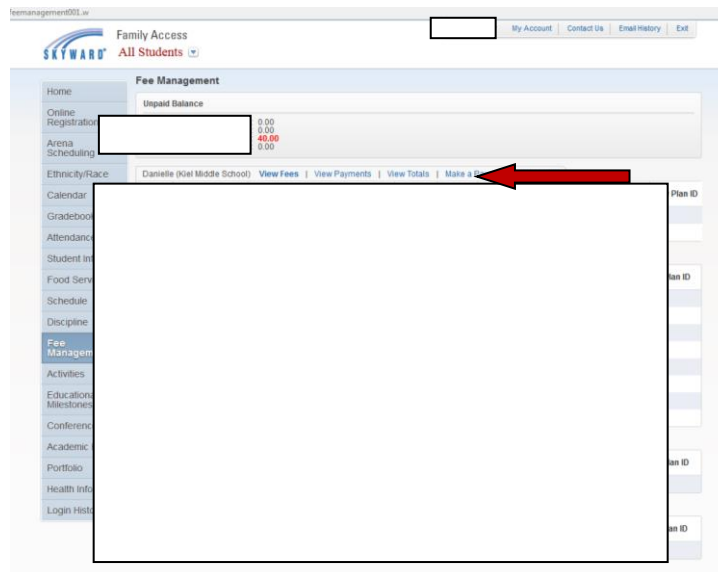
If the Chromebook care fee is not paid by September 20, 2024, the Chromebook care fee will be removed. After September 20, 2024, all costs to repair a damaged Chromebook will be the full responsibility of the student/parent.
Chromebook care will not be available for purchase after September 20, 2024.

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.

Add your Payment Amount. Click "Update Cart".

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

Select fees that you wish to pay for. Chromebook Care is due by September 20, 2024 in order to have it this school year. Click on "Update Cart."

Online Payment Entry - Single Point of Entry Interface

Online Payment Entry for User

Online Payment Vendor: RevTrak ▾ | Pay with Vendor | Empty Cart

I would like to make an online payment for:

	Total Pa___N000:	5.00
Food Service Payment: 5.00	Update Payment Amount	Clear Items
Fee Management Payment: 0.00	Update Payment Amount	Clear Items

	Total Pay___000:	49.99
Food Service Payment: 0.00	Update Payment Amount	Clear Items
Fee Management Payment: 49.99	Update Payment Amount	Clear Items

	Total Pa___000:	0.00
Food Service Payment: 0.00	Update Payment Amount	Clear Items
Fee Management Payment: 0.00	Update Payment Amount	Clear Items

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

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

VeriSign Secured

Your Shopping Cart

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

To continue shopping click here: [Continue Shopping]

Items:	Price	* Qty	Total
Skyward Food Service Payment ___2)	$5.00	1	$5.00
ACTIVITY FEE ___84)	$49.99	1	$49.99
		Total:	**$54.99**

Empty Ⓔ   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.

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

Exit Demo

9

Browse
Dance Tickets
Donations
Field Trips

All Products
Shopping Cart

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

Items	Price	Qty	Total
Skyward Food Service Payment (0482)	$5.00	1	$5.00
ACTIVITY FEE (84)	$49.99	1	$49.99
		Total:	$54.99
		Order Total:	$54.99

Customer Info

Credit Card Payment Info

◉ **Pay with a previously used credit card**

xxxxxxxxxxx1111 ▾

○ **Pay with a different credit card**

Credit Card Number: Cardholder Name: Expires:
                                                                            Month ▾ Year ▾

Nickname (Optional):

Cancel ⊙   Verify My Info ⊙

«« Back   11/14   Forward »»

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

Your Shopping Cart

Cart

Items	Price	Qty	Total
Skyward Food Service Payment (0482)	$5.00	1	$5.00
ACTIVITY FEE (84)	$49.99	1	$49.99
		Total:	$54.99
		Order Total:	$54.99

Customer Info

Credit Card Payment Info

Credit Card Number: Name On Card: Expires: Card Type:
xxxxxxxxxxxx1111   xx/13   Visa
Nickname for Account:

Cancel ⊙   Complete Order ⊙

«« Back   12/14   Forward »»

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

Exit Demo

THANK YOU FOR YOUR ORDER! Please SAVE and/or <u>PRINT</u> this page for your records.

5/24/2012 3:45:40 PM	ORDER ID: 10797023
BILL TO	**SHIP TO**
5420	5420

SKU	Product	Status	Carrier	Tracking #	Price	Qty	Total
SKY01	Skyward Food Service Payment (482)	Completed	Digital		$5.00	1	$5.00
ACTIVITY	ACTIVITY FEE (84)	Completed	Digital		$49.99	1	$49.99
					Sub-Total:		$54.99
					Grand Total:		$54.99

PAYMENT INFO	
TYPE	Visa
NAME ON C	
CARD NUMBER	xxxxxxxxxxxx1111

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

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«« Back   13/14   Forward »»

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

Exit Demo

Food Service | Account Information | Payment | BONG | All Payments | Purchases | Applications

Account Informatio[   ]

[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 [   ] ▼ 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**	

→

«« Back   14/14   Forward »»

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

Exit Demo