



SCHOOL DISTRICT OF
LA CROSSE
Dream • Believe • Achieve



STUDENT

INFO

UPDATE

**STEP-BY-STEP
INSTRUCTIONS**

LOG IN TO YOUR SKYWARD FAMILY ACCESS ACCOUNT

1. Open a web browser such as Chrome or Internet Explorer.
2. Go to the School District of La Crosse website homepage:
www.lacrosseschools.org
3. Click the blue “Skyward” button.
4. Enter your login and password on the Skyward Family Access login page.

Note: If you do not know your login or password:

- Use the “Forgot your Login/Password” link and follow the prompts, or
- Call your child’s school, or
- Call the District Registrar’s Office at 608.789.7756

5. Click “Sign in”

The screenshot shows the School District of La Crosse website homepage. At the top, there is a navigation menu with links for Skyward, Canvas, Grades, News, Events, and My Directory. Below the navigation is a banner image of a teacher and students with the text "SCHOOL DISTRICT OF LA CROSSE Dream. Believe. Achieve." and a "3" in a red circle pointing to the Skyward button. Below the banner are two buttons: "Skyward" (blue) and "Canvas" (red). To the right, there is a "Welcome to School District of LaCrosse Portal (SkyPort) Educator Access" section. This section contains a login form with a "4" in a red circle pointing to the "Forgot login or password" link, a "5" in a red circle pointing to the "Sign In" button, and a yellow asterisk icon. At the bottom of the login form, there is a link to return to the LaCrosse School District Home page.

NAVIGATE TO THE STUDENT INFO UPDATE

1. Click on the “Go to Student Info Update for “[Student Name]” link in the center column.

Note: A link will appear for each child in the family. The Student Info Update must be completed for each student individually.

The screenshot displays the Skyward Family Access interface. At the top left is the Skyward logo and the text "Family Access". At the top right are links for "My Account", "Contact Us", and "Exit". A left-hand navigation menu includes "Home", "New Student Online Enrollment", "Student Info Update", "Arena Scheduling", "Calendar", "Student Info", "Schedule", "Health Info", and "Login History". The main content area features a notification banner with a red exclamation mark icon. The notification text reads: "Student Info Update is now open until ([])", "Student Info Update at Summer School for the [YEAR] school year is now open, yet has not been completed for STUDENT5.", and "Go to Student Info Update for [STUDENT NAME]". Below the notification, it states "No messages were found." On the right side, there are sections for "Upcoming Events" and "Calendar".

REVIEW INSTRUCTIONS; BEGIN UPDATE

1. Read over the instructions information.

Note: Important information includes:

- On each step, review the listed information and make changes if needed.
- Any changes to the primary address require proof of the new address to either your child's school or the District Registrar's Office at Hogan Administrative Center.
- If you have moved outside the School District of La Crosse boundaries and would like your child(ren) to continue attending in La Crosse, contact the Open Enrollment office at 608-789-7651 regarding the Open Enrollment Process.
- If you have moved and changed boundary schools within the district, but would like your child(ren) to continue attending your current school, please complete the Intra-district Transfer form available in the on the district web page under Parent - Intradistrict Transfers.
- On the "Complete Student Info Update" page, be sure that all steps are marked as Completed or Skipped. Any steps that are in red will need to be completed before the Submit button is available.

2. Click on "Next" button in the lower right to start Step 1a.

The screenshot displays the 'Family Access' portal for 'Student Info Update'. The page title is '[STUDENT NAME] | Student Info Update'. A red circle with the number '1' is overlaid on the page. The main content area contains instructions for the update process, including a warning about publication permissions and a list of categories (MEDIA, PUBLIC, DISTRICT, HIGHER EDUCATION, MILITARY) with their respective information sharing policies. A red circle with the number '2' is overlaid on the 'Next' button at the bottom right of the page.

Family Access

My Account Contact Us Exit

SKYWARD

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1. Verify Student Information

a. Student Information

b. Family Address

c. Family Information

d. Emergency Information

e. Emergency Contacts

2. Student/Family Residence Questionnaire

3. Verify Ethnicity/Race

4. Food Service Application

5. Free & Reduced - Disclosure of Benefits

6. Student Accident Insurance

7. Health Forms

8. LaCrosse Public Education Foundation/La Crosse Promise

9. Code of Rights and Responsibilities

10. Make an Online Payment

11. Athletics Registration

12. Dental Sealants

13. Transcript Release Form

14. Device Self Insurance Form

15. Annual Consent to Treatment of Student and Annual Walking Field Trip

16. Notice and Expectations for Participation in 2-Way Video Conferencing

17. Technology Acceptable Use Policy

18. Census Form

19. Signature Page

20. Summary Page

21. Complete Student Info U

Next

Close and Finish Later

STEPS IA, B, C, D, AND E: VERIFYING STUDENT INFORMATION

STEP IA - STUDENT INFORMATION

1. Review the General Information section.

Note: Blue/gray fields are locked. The information can be changed by contacting your child's school or the District Registrar's Office.

2. Parents in Military: School districts are required by the state to ask these questions beginning fall 2018.

3. Technology at Home: School districts are required by the state to ask these questions beginning fall 2020.

4. Select your preferences for publications of the student's name.

- **Military** - The "Military Use" flag is used to exclude student information from being sent to military recruiters.
- **District** - The "District Use" flag when choosing NO means your student's name will NOT be published in internal communications such as: birthday lists, yearbooks, honor roll, rosters, programs, student of the month, etc.
- **Higher Education** - The "Higher Ed Use" flag is used to exclude student information from being sent to institutions of higher education.
- **Public** - The "Public Use" flag when choosing NO means your student's name will NOT be published in: booster clubs, non profit organizations, PTO/PTA, faith based organizations, school related vendors, senior picture companies, marketing, employment any other organization outside of the school district.
- **Media** - The "Media Use" flag when choosing NO means your student's name will NOT be published on print/web-based newspapers, TV stations, radio stations, school affiliated websites (ie. ACT, DECA, District, WIAA, MaxPreps, etc.), and social media (ie. Facebook, Twitter, YouTube, etc.) magazines, local publications, honor roll, and student of the month.

5. Click on "Complete Step Ia and move to Step Ib" to finish this step.

The screenshot shows a web form titled "[STUDENT NAME] Step Ia: Verify Student Information: Student Information". The form is divided into several sections:

- General Information:** Fields for First, Last, Middle, Birth Date, Birth State, Birth Country, Gender, and Ethnicity. A yellow asterisk is placed over the Birth Date field.
- Technology at Home:** A section with a question: "Can the student access the internet on their primary learning device at home?" with a dropdown menu set to "Yes - Internet Access in Household".
- Allow Publications of Student's Name for:** A section with checkboxes for Military, Higher Ed, Public, District, and Media. A yellow asterisk is placed over the Public checkbox.

Numbered callouts are present:

- 1:** Points to the "Save" button in the top right corner.
- 2:** Points to the "Military Use" checkbox.
- 3:** Points to the "Technology at Home" section.
- 4:** Points to the "Public Use" checkbox.
- 5:** Points to the "Complete Step Ia and move to Step Ib" button at the bottom right.

STEPS IA, B, C, D, AND E: VERIFYING STUDENT INFORMATION

STEP IB - FAMILY ADDRESS

I. Review the Address section.

Note: Changes to your address can be entered but must be verified with proof of new address (lease, utility bill, etc.) to either the District Registrar's Office or your child's school.

If your new address is in a different boundary but would like your child to continue attending their current school, please complete the Intradistrict Transfer form. The form is available in the on the district web page under Parent-Intradistrict Transfers. If you have moved outside of the School District of La Crosse boundaries and would like your child(ren) to continue attending in La Crosse, contact the Open Enrollment office at 608-789-7651 regarding the Open Enrollment process.

2. Click on "Complete Step 1b and move to Step 1c" to finish this step.

The screenshot displays the 'Student Info Update' interface for '[STUDENT NAME]'. The current step is 'Step 1b. Verify Student Information: Family Address (Required)'. The page includes a sidebar with navigation options like 'Home', 'New Student Online Enrollment', and 'Student Info Update'. The main area contains form fields for 'Address' and 'Mailing Address', with a 'Same as Address' checkbox. A 'Complete Step 1b and move to Step 1c' button is visible at the bottom of the form. A right-hand sidebar lists 21 steps, with '1. Verify Student Information' selected. A red circle with the number '1' highlights the 'Address' section, and another red circle with the number '2' highlights the 'Complete Step 1b and move to Step 1c' button.

STEPS IA, B, C, D, AND E: VERIFYING STUDENT INFORMATION

STEP 1C - FAMILY INFORMATION

1. Review the Family Information section and make changes, if needed.

Note: Changes will display in bold until approved, if needed, by the school district. No further action is needed on your part.

2. Click on “Complete Step 1c and move to Step 1d” to finish this step.

Family Access | My Account | Contact Us | Exit

SKYWARD

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Student Info Update
[STUDENT NAME]

Step 1c. Verify Student Information: Family Information (Required) [Undo]

Step 1a: Click on the “?” icon for descriptions of Media, Public, District, Higher Education, and Military Student Publication definitions.

Step 1b: Address Changes: Provide address verification to the District Registrar’s office or to your child’s school.

Step 1c: Update as necessary.

Step 1d: For Physician and Dentist names, enter their LAST NAME first.

Step 1e: Emergency Contacts: Provide up to 3 local emergency contacts. These contacts will be called if legal guardians are not available.

Family Options

* Home Language: ENGLISH Receive a Paper Copy of Report Card

Guardian Number: Primary Phone: Ext:

Name: Confidential

Relationship: Ext:

Employer: Ext:

Home Email: Ext:

Complete Step 1c and move to Step 1d

(*) Indicates a required field.

Student Info Update

1. Verify Student Information
 - a. Student Information
 - b. Family Address
 - c. Family Information**
 - d. Emergency Information
 - e. Emergency Contacts
2. Student/Family Residence Questionnaire
3. Verify Ethnicity/Race
4. Food Service Application
5. Free & Reduced - Disclosure of Benefits
6. Student Accident Insurance
7. Health Forms
8. LaCrosse Public Education Foundation/La Crosse Promise
9. Code of Rights and Responsibilities
10. Make an Online Payment
11. Athletics Registration
12. Dental Sealants
13. Transcript Release Form
14. Device Self Insurance Form
15. Annual Consent to Treatment of Student and Annual Walking Field Trip
16. Notice and Expectations for Participation in 2-Way Video Conferencing
17. Technology Acceptable Use Policy
18. Census Form
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21. Complete Student Info Update

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Close and Finish Later

STEPS IA, B, C, D, AND E: VERIFYING STUDENT INFORMATION

STEP 1D - EMERGENCY INFORMATION

1. Review and make changes to Emergency Information

- For Physician and Dentist names, enter their **LAST NAME** first. Do not start with “Doctor.”
- Select appropriate health care provider from the drop down menu or enter a new name.

2. Click on “Complete Step 1d and move to Step 1e” to finish this step.

The screenshot shows the Skyward Family Access interface for updating student information. The main heading is "Student Info Update" followed by "[STUDENT NAME]". The current step is "Step 1d. Verify Student Information: Emergency Information (Required)".

Instructions for Step 1d: "For Physician and Dentist names, enter their LAST NAME first." Below this are three input fields labeled "Physician:", "Dentist:", and "Hospital:". A red circle with the number "1" is placed over the "Physician:" label, and another red circle with the number "2" is placed over the "Hospital:" label. A button below the fields says "Complete Step 1d and move to Step 1e".

On the right side, there is a progress bar with 21 steps. Step 1d, "Emergency Information", is currently selected and highlighted in blue. Other steps include "Verify Student Information", "Student Information", "Family Address", "Family Information", "Emergency Contacts", "Student/Family Residence Questionnaire", "Verify Ethnicity/Race", "Food Service Application", "Free & Reduced - Disclosure of Benefits", "Student Accident Insurance", "Health Forms", "LaCrosse Public Education Foundation/La Crosse Promise", "Code of Rights and Responsibilities", "Make an Online Payment", "Athletics Registration", "Dental Sealants", "Transcript Release Form", "Device Self Insurance Form", "Annual Consent to Treatment of Student and Annual Walking Field Trip", "Notice and Expectations for Participation in 2-Way Video Conferencing", "Technology Acceptable Use Policy", "Census Form", "Signature Page", "Summary Page", and "Complete Student Info Update".

At the bottom right, there are buttons for "Previous Step", "Next Step", and "Close and Finish Later".

STEPS IA, B, C, D, AND E: VERIFYING STUDENT INFORMATION

STEP IE - EMERGENCY CONTACTS

1. Review the Emergency Contacts.

Note: Emergency contacts who have Skyward accounts must update their own phone numbers, which will in turn update your child's emergency contacts.

Four types of changes can be made to Emergency Contacts:

- **Edit phone number and relationship.**
- **Add a contact.** (if less than three contacts currently exist)
 - Click on “Add Emergency Contact” button and follow prompts.
 - Only three emergency contacts can exist in the system. If three contacts are present, one must be deleted before a new one is added.
- **Delete a contact** - Use the “Delete this Emergency Contact” link and follow prompts.
- **Change order.** Click on the “Change Emergency Contact Order” button and follow prompts.

2. Click on “Complete Step 1e and move to Step 2” to finish this step.

The screenshot displays the Skyward Family Access interface for updating student information. The main heading is "Student Info Update" followed by "[STUDENT NAME]". The current step is "Step 1e. Verify Student Information: Emergency Contacts (Required)". Below this, there are instructions for Step 1e: "Provide up to 3 local emergency contacts. These contacts will be called if legal guardians are not available." The form includes fields for "Contact Number" (set to 1), "First" (PARENT), "Middle", "Last" (TEST), and "Relationship". There are also fields for "Primary Phone", "Edit", and "Delete this Emergency Contact". A "Pick Up" dropdown menu is set to "No". A "Complete Step 1e and move to Step 2" button is visible at the bottom of the form. A sidebar on the left contains navigation links like "Home", "New Student Online Enrollment", "Student Info Update", etc. A sidebar on the right lists 21 steps, with "c. Emergency Contacts" highlighted. A "Previous Step" and "Next Step" button are at the bottom right.

STEPS 2: STUDENT/FAMILY RESIDENCE QUESTIONNAIRE

1. Please read over and fill out the Student/Family Residence Questionnaire.
2. Fill in the name and date fields to verify the information provided on the form.
3. Click “Complete Step 2 and move to Step 3” to complete this step.

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STUDENT/ FAMILY RESIDENCE QUESTIONNAIRE

Your child may be eligible for additional educational services through the Federal McKinney-Vento Homeless Determination Act of 2002, as determined by completing this questionnaire. This information is used to help connect families and students with resources.

Student Name: [STUDENT NAME] Grade: [] Date of Birth: []

None of the situations below describe my family's current situation. If none of the below apply to your family, please sign the form. You do NOT need to complete this questionnaire.

Parent/guardian/caretaker or self enrolling a student into the La Crosse School District, please mark if any of the following apply to your family:

Staying in a shelter (family shelter/domestic violence shelter/RHYMES)	<input type="checkbox"/>
Sharing the housing of others due to loss of housing, economic hardship or similar reason	<input type="checkbox"/>
Living in a public or private place that is not meant for sleeping (ex: car, park, abandoned building, bus station)	<input type="checkbox"/>
In a hotel, motel or campground due to financial hardship	<input type="checkbox"/>
Living alone as a minor student(s) without a parent or guardian (unaccompanied minor)	<input type="checkbox"/>
Transitional housing program (i.e. CouleeCap) If YES, which one? []	<input type="checkbox"/>

School the Student Last Attended (school of origin)	Grade	School you are requesting the student attends. (School of origin or the closest school? School of origin may be in another school district.)	Does the student have an IEP?
[]	[]	[]	Yes <input type="checkbox"/> No <input type="checkbox"/>

Person Enrolling Student	Relationship to Student	Address
[]	[]	[]

Current living situation: []

Anticipated length of stay in this location?: []

Do we have permission to share homeless status with your child's teacher if needed? Yes No

Do we have permission to share homeless status with the school district where you live? Yes No

Do we have permission to share information (address) with a transportation provider? Yes No

(Under McKinney-Vento, students have the right to remain in their school of origin, even if that is in a neighborhood that would work with your child's school to arrange transportation.)

Parent/Guardian Name: [] Parent/Guardian Signature: []

If any answers marked "yes", forward this form to [] liaison (SW/Counselor)

Complete Step 2 and move to Step 3

SCHOOL DISTRICT OF LA CROSSE
Dream

- c. Family Information
- d. Emergency Information
- e. Emergency Contacts
- 2. Student/Family Residence Questionnaire**
- 3. Verify Ethnicity/Race
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- 5. Free & Reduced - Disclosure of Benefits
- 6. Student Accident Insurance
- 7. Health Forms
- 8. LaCrosse Public Education Foundation/La Crosse Promise
- 9. Code of Rights and Responsibilities
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Previous Step Next Step

Close and Finish Later

STEP 3: VERIFY ETHNICITY AND RACE

1. Review the ethnicity/race statement and click “Continue.”

Family Access

My Account | Contact Us | Exit

Student Info Update
[STUDENT NAME]

Step 3. Verify Ethnicity/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 at 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.

In the 2009-2010 school year the federal government began using reporting categories. Your child can identify 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).

Beginning in the 2021-2022 school year, additional information on race and tribal affiliation can be provided during the Student Info Update.

For more information about the student data reporting categories for ethnicity and race, please contact the Registrar's office at 709-7709.

Continue

Complete Step 3 and move to Step 4

Student Info Update

1. Verify Student Information
Completed 08/10/2021 10:26am
2. Student Information
3. Family Address
4. Family Information
5. Emergency Information
6. Emergency Contacts
7. Student/Family Residence Questionnaire
Completed 08/10/2021 10:26am
8. Verify Ethnicity/Race
9. Food Service Application
10. Free & Reduced Disclosure of Benefits
11. Student Accident Insurance
12. Health Forms
13. LaCrosse Public Education Foundation/La Crosse Promise
14. Code of Rights and Responsibilities

2. If needed, make changes to Question 1 and Question 2 by clicking the appropriate check box(es).

3. Click on “Complete Step 3 and move to Step 4” to finish this step.

Student Info Update
[STUDENT NAME]

Step 3. Verify Ethnicity/Race (Required)

Racial and Ethnic Categories and Subgroups

Part I: Ethnicity Designation

Is the person Hispanic or Latino?

Hispanic or Latino (If selected go to Question I-A)
 Not Hispanic or Latino (If no, go to Question Part II)

Optional Question I-A: If Hispanic or Latino (see chosen above), select all that apply from the list below:

Colombian Ecuadorian Guatemalan Mexican Puerto Rican Salvadoran Spanish/Spanish-Speaking-American Decline to indicate Unknown Other

Part II: Race Designation

Select one or more of the following categories that apply to this person:

American Indian or Alaska Native (If selected go to question II-A)

Optional Question II-A: If chosen, select all that apply from the list below:

Bad River Band Forest County Ho-Chunk Lac du Flambeau Menominee Oneida Nation (Wisconsin) Red Cliff Sisseton St. Croix Stockbridge Sisseton Other

Asian (If selected go to question II-B)

Optional Question II-B: If chosen, select all that apply from the list below:

Burmese Chinese Filipino Hmong Indian Korean Laotian Vietnamese Other

Black or African American (If selected go to question II-C)

Optional Question II-C: If chosen, select all that apply from the list below:

African-American Ethiopian-Erythra Ethiopian-Other Cuban Algerian Somali Decline to indicate Unknown Other

Native Hawaiian or Other Pacific Islander

White

Continue

Complete Step 3 and move to Step 4

Student Info Update

1. Verify Student Information
Completed 08/08/2022 10:26am
2. Student Information
3. Family Address
4. Family Information
5. Emergency Information
6. Emergency Contacts
7. Student/Family Residence Questionnaire
Completed 08/08/2022 10:26am
8. Verify Ethnicity/Race
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23. Consent Form
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Close and Finish Later

STEP 4: ADD A FOOD SERVICE APPLICATION

1. Review the Federal Income Chart to determine if your household is eligible for free or reduced price meals.

Note: If your child has already been approved for the 2022-2023 school year, the income table will not appear. Click “Complete Step 4 and move to Step 5”

2. If you qualify and **would** like to apply, click on the “Food Service Application” link and follow the prompts.
 - You will only need to apply once for your entire household.
 - An application must be completed **every** school year.

If you have **already completed** a Food Service Application (paper or electronic form), click the “Next Step” button in the lower right corner or click Step 4 on the right.

If you **do not** qualify or **do not** wish to apply, select the check box beside “I do not qualify for benefits or do not wish to apply.”

- Select this option if you would like to apply at a later date.
 - The window to apply is open until October 15th.
3. Click “Complete Step 4 and move to Step 5” to complete this step.

Note: If you use the Food Service Application link, it will open in a new window. Student Info Update will remain open. Close the Food Service Application window when completed to return.

Family Access

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[STUDENT NAME]

Step 4. Food Service Application (Required)

Please note the change in Free/Reduced Benefits for the 2022-2023 school year. The School District of La Crosse will no longer be able to serve free meals to all students in the 2022-2023 school year. The funding to be able to offer free meals during the pandemic will end on June 30, 2022.

Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

FEDERAL INCOME CHART

For School Year

Household Size	Yearly		Twice Per Month		Every Two Weeks		Weekly	
	Monthly	Yearly	Monthly	Yearly	Weekly	Yearly	Weekly	Yearly
1	1,986	23,828	993	11,914	917	10,999	459	5,508
2	2,686	32,227	1,343	16,116	1,240	14,880	620	7,440
3	3,386	40,626	1,693	20,316	1,563	18,756	782	9,384
4	4,086	49,025	2,043	24,516	1,886	22,632	943	11,316
5	4,786	57,424	2,393	28,716	2,209	26,508	1,105	13,260
6	5,486	65,823	2,743	32,916	2,532	30,384	1,266	15,192
7	6,186	74,222	3,093	37,116	2,855	34,260	1,428	17,136
8	6,886	82,621	3,443	41,316	3,178	38,136	1,589	19,072
Each Additional Person:	700	8,399	350	4,199	324	3,888	162	1,944

Choose one of the following options:

Food Service Application

—OR—

I do not qualify for benefits or do not wish to complete an application

Complete Step 4 and move to Step 5

Student Info Update

1. Verify Student Information
Completed 05/08/2022 10:20am
- a. Student Information
- b. Family Address
- c. Family Information
- d. Emergency Information
- e. Emergency Contacts
2. Student/Family Residence Questionnaire
Completed 05/08/2022 10:26am
3. Verify Ethnicity/Race
Completed 05/08/2022 10:43am
- 4. Food Service Application**
5. Free & Reduced - Disclosure of Benefits
6. Student Accident Insurance
7. Health Forms
8. LaCrosse Public Education Foundation/La Crosse Promise
9. Code of Rights and Responsibilities
10. Make an Online Payment

STEP 5: FREE & REDUCED- DISCLOSURE OF BENEFITS

1. Please read over the Disclosure of Meal Benefits Waiver form.
 - If you do not qualify for Free and Reduced meals, please check the “I do NOT qualify for Meal Benefits (Free & Reduced)”.
2. If you do qualify for Free and Reduced meals, please check the programs that you would like to share your Free and Reduced status with.
3. Fill in the name and date fields to verify the information provided on the form.
4. Click “Complete Step 5 and move to Step 6” to complete this step.

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DISCLOSURE OF MEAL BENEFITS WAIVER (FREE & REDUCED)

School: _____ Student Name: _____

To save you time and effort, the information you gave on your free and reduced Price School Meals Application for which your children may qualify. For the following programs, we must have your permission to share this information with the following programs. You will be asked to complete the following programs.

Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

Household Size	FEDERAL INCOME CHART For School Year:			
	Yearly	Monthly	Twice Per Month	Every Two Weeks
1	23,606	1,968	984	908
2	31,894	2,658	1,329	1,227
3	40,182	3,348	1,674	1,546
4	48,470	4,040	2,020	1,865
5	56,758	4,730	2,365	2,183
6	65,046	5,421	2,711	2,502
7	73,334	6,112	3,056	2,821
8	81,622	6,802	3,401	3,140
Each Additional Person:	8,288	691	346	319

I do NOT qualify or I am unsure if I qualify for Meal Benefits (Free & Reduced)

Disclosure of Meal Benefits Waiver

Please check the following programs that you would like to share your free & reduced status. If any of the following programs are checked, the default is NO.

Program	Yes	No
All Grade Levels:		
Band, Orchestra, and Instrument fees	<input type="checkbox"/>	<input type="checkbox"/>
Sport Fees	<input type="checkbox"/>	<input type="checkbox"/>
Food (Bag, Basket, Backpack, Pantry, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Holiday Giving (Thanksgiving, Winter or Spring Break, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Random Acts of Kindness (ONLY if RAK is based on F/R)	<input type="checkbox"/>	<input type="checkbox"/>
Transportation/Busing	<input type="checkbox"/>	<input type="checkbox"/>
Fees to Purchase Text Books	<input type="checkbox"/>	<input type="checkbox"/>
High School Grades Only:		
College Admissions/Application Fees	<input type="checkbox"/>	<input type="checkbox"/>
NCAA (National Collegiate Athletic Association)	<input type="checkbox"/>	<input type="checkbox"/>
Parliament Transcript Fee Waiver (Transcript Request Program)	<input type="checkbox"/>	<input type="checkbox"/>
PSAT (Preliminary Scholastic Aptitude Test)	<input type="checkbox"/>	<input type="checkbox"/>
BAT (Scholastic Aptitude Test)	<input type="checkbox"/>	<input type="checkbox"/>
College Dual Credit Course Fees	<input type="checkbox"/>	<input type="checkbox"/>
ACT Fees (Retakes)	<input type="checkbox"/>	<input type="checkbox"/>
MARC Pre-College Scholarship Application Fees	<input type="checkbox"/>	<input type="checkbox"/>
Accuplacer Fees	<input type="checkbox"/>	<input type="checkbox"/>

Parent/Guardian Signature: _____ Date: _____

Per DPI and Federal Guidelines, your Free & Reduced Information does not require parental consent to be shared with School Lunch Act or Child Nutrition Act, Federal education programs, state education programs or Federal/State or local programs with eligibility standards comparable to the National School Lunch Program (NSLP).

Complete Step 5 and move to Step 6

Completed 09/08/2022 10:28am

3. Verify Ethnicity/Race
Completed 09/08/2022 10:41am

4. Food Service Application
Completed 09/08/2022 10:55am

5. Free & Reduced- Disclosure of Benefits

6. Student Accident Insurance

7. Health Forms

8. LaCrosse Public Education Foundation/La Crosse Promise

9. Code of Rights and Responsibilities

10. Make an Online Payment

11. Athletics Registration

12. Dental Sealants

13. Transcript Release Form

14. Device Self Insurance Form

15. Annual Consent to Treatment of Student and Annual Walking Field Trip

16. Notice and Expectations for Participation in 2-Way Video Conferencing

17. Technology Acceptable Use Policy

18. Census Form

19. Signature Page

20. Summary Page

21. Complete Student Info Update

Previous Step Next Step

Close and Finish Later

STEP 6: STUDENT ACCIDENT INSURANCE

- I. Read over the letter about Student Accident Insurance.
 - If you are **interested**, select the check box beside “I will purchase the optional student accident insurance policy from Student Assurance Services, Inc.”
 - If you are **not interested**, select the check box beside "I will NOT purchase the optional student accident insurance policy and am declining coverage for my child."

Student Info Update		Save	Completed 06/08/2022 10:20am
Online Forms		Save and Print	a. Student Information
Calendar		Back	b. Family Address
Gradebook			c. Family Information
Attendance			d. Emergency Information
Student Info			e. Emergency Contacts
Schedule			2. Student/Family Residence Questionnaire
Student Services			Completed 06/08/2022 10:28am
Conferences			3. Verify Ethnicity/Race
Portfolio			Completed 06/08/2022 10:43am
Health Info			4. Food Service Application
Login History			Completed 06/08/2022 10:55am
			5. Free & Reduced - Disclosure of Benefits
			Completed 06/08/2022 11:02am
			6. Student Accident Insurance
			7. Health Forms
			8. LaCrosse Public Education Foundation/La Crosse Promise
			9. Code of Rights and Responsibilities
			10. Make an Online Payment
			11. Athletics Registration
			12. Dental Sealants
			13. Transcript Release Form
			14. Device Self Insurance Form
			15. Annual Consent to Treatment of Student and Annual Walking Field Trip
			16. Notice and Expectations for Participation in 2-Way Video Conferencing
			17. Technology Acceptable Use Policy
			18. Census Form
			19. Signature Page
			20. Summary Page
			21. Complete Student Info Update

Previous Step Next Step

Close and Finish Later

Complete Step 6 and move to Step 7

STUDENT ACCIDENT INSURANCE

SCHOOL DISTRICT OF LA CROSSE
Dream • Believe • Achieve

Dear Parents:

There is an accident insurance policy available from Student Assurance Services, Inc. that you may encourage you to review the student insurance program. Please note, this plan will provide benefits for your child/ren while at school or participating in co-curricular activities. It does not offer coverage for illnesses. **If you have other insurance, then with your deductible and/or co-pays.** This insurance may be purchased at any time during the school year.

We encourage you to review your present health and accident insurance program to determine if you do not feel your insurance is adequate because of a deductible or co-insurance clause, or if you do not want to encourage you to review the student insurance program. Please note, this plan will provide benefits for your child/ren while at school or participating in co-curricular activities. It does not offer coverage for illnesses. **If you have other insurance, then with your deductible and/or co-pays.** This insurance may be purchased at any time during the school year.

An explanation of the cost and benefits is explained in the brochure that is available on the District website www.lacrosseschools.org under the Parents tab. Copies of the brochure are also available in the Welcome Center at Hogan Administrative Center.

To purchase this optional coverage:

1. Complete a separate enrollment form for each child. Please print clearly.
2. Enclose a check or money order made payable to Student Assurance Services, Inc. Print your child's name on the check or money order. If you are paying by credit card, complete the credit payment form and enclose it in the envelope.
3. Send the enrollment form and payment to: Student Assurance Services, Inc., PO Box 196, Stillwater, MN 55082. Payment will become effective at 12:01 a.m. following the date the envelope containing the enrollment form and payment is received at the Office but not prior to August 1. **DO NOT SEND YOUR ENVELOPE BACK TO THE SCHOOL.**
4. Retain the summary of coverage.

I have been offered an optional student accident insurance policy from Student Assurance Services, Inc. (Check one below)

I will purchase the optional student accident insurance policy from Student Assurance Services, Inc.

I will NOT purchase the optional student accident insurance policy and am declining coverage for my child

All questions regarding the coverage should be directed to Student Assurance Services, Inc. (651)437-2739.

Thank you,

Davita Molling
Supervisor of Finance

This program is underwritten by Ameritas Life Insurance Corp. located in Nebraska and administered by Student Assurance Services, Inc.

STEP 7: HEALTH FORM

1. Review the Current Alert Info. An Empty Current Alert Info box means that your child has no known health concerns for school.
 - If there are no changes to your child's health record, click on the check box beside **"NO CHANGES** for my child's health record."
 - If there are additions or changes, enter the information in the Additions or Changes section.
2. Fill in the name, relationship, and date fields to verify the information provided on the health form.
3. Click "Complete Step 7 and move to Step 8" to finish this step.

SCHOOL DISTRICT OF LA CROSSE
ANNUAL STUDENT HEALTH INFORMATION UPDATE

SCHOOL DISTRICT OF LA CROSSE
Dream • Believe • Achieve

STUDENT NAME: [] DATE OF BIRTH: []
SCHOOL: [] GRADE: []

Dear Parent/Guardian:

Please review the information in the "Current Alert Info" box below. This is the information we have on record about your child's health and safety at school. An empty "Current Alert Info" box means that your child has no known health concerns for school. If it is necessary to update the information, please check any health conditions that require attention during activities.

Current Alert Info:

NO CHANGES for my child's health records.
If it is necessary to update the information, please check any health conditions that require attention during activities.

Additions or Changes: (Check those that apply)

ADD/ADHD Will your child need medication at school? []

ALLERGIES (Be specific) My child has an EpiPen? []

Foods: [] Reaction: []
See Sting or insect bites: [] Reaction: []
Medicine: [] Reaction: []
Environments/Seasonal: [] Reaction: []
Other: [] Reaction: []

ASTHMA Will your child need an inhaler at school? []

CARDIAC (HEART) CONDITION Restrictions: [] *Requires physician note

DIABETES Insulin Pumps Insulin Injections Glucagon

SEIZURE CONDITION Include Type: []
Emergency Medication: []

OTHER HEALTH CONDITION (Please list): []

MEDICATION:

- The school does not supply medication.
- All medication given at school requires a School Medication/Procedure Form, available at our website or your local health care practitioner's office.
- Over-the-counter (OTC) Medication: A School Medication/Procedure Form must be signed and dated and date care practitioner's signature is only required if the date exceeds the recommended label directions.
- Prescription Medication (including inhaler/EpiPen carried by your child): A School Medication/Procedure Form must be signed and dated by a parent/guardian and a health care practitioner.

My signature gives permission to share this health information with school staff and district transportation pro Future Center Advisers working with my child. This information will be used, if necessary, for safety at school activities.

Parent/Guardian Signature: []
Relationship: []
Date: []

1. []
2. []
3. []

7. Health Form

21. Complete Student Info Update

Previous Step Next Step

Close and Finish Later

STEP 8: LA CROSSE PUBLIC EDUCATION FOUNDATION/LA CROSSE PROMISE

1. Review the La Crosse Public Education Foundation and La Crosse Promise Future Center information.
2. If you do not wish to receive emails from either the La Crosse Public Education Foundation and/or La Crosse Promise, click on the appropriate checkbox next to “No, I do not want my email shared with the La Crosse Public Education Foundation” and/or “No I do not want my email shared with the La Crosse Promise.”
3. Click “Complete Step 8 and move to Step 9” to finish this step.

The screenshot displays the Skyward Family Access interface. At the top left is the Skyward logo and 'Family Access' text. At the top right are links for 'My Account', 'Contact Us', and 'Exit'. The main content area is titled 'Student Info Update' and '[STUDENT NAME]'. Below this is the heading 'Step 8. LaCrosse Public Education Foundation/La Crosse Promise (Required)' with a 'Print' button and a 'View Full Screen' button. The main heading is 'LA CROSSE PUBLIC EDUCATION FOUNDATION AND LA CROSSE PROMISE PARENT EMAIL RELEASE FORM'. The text explains that the School District of La Crosse gets support from LPEF and La Crosse Promise, and asks for permission to share email. A red callout box with the number '1' points to the 'Print' button. Below the text are two checkboxes: one for 'No, I do not want my email shared with the La Crosse Public Education Foundation' and another for 'No, I do not want my email shared with the La Crosse Promise'. A red callout box with the number '2' points to these checkboxes. At the bottom of the page is a button that says 'Complete Step 8 and move to Step 9', with a red callout box and the number '3' pointing to it. On the right side, there is a progress bar for 'Student Info Update' with 13 items, where item 8 is highlighted in blue. The left navigation menu includes links for Home, New Student Online Enrollment, Student Info Update (highlighted), Online Forms, Calendar, Gradebook, Attendance, Student Info, Schedule, Student Services, Conferences, Portfolio, Health Info, and Login History. A red arrow points from the 'Health Info' link to the checkboxes.

STEP 9: CODE OF RIGHTS & RESPONSIBILITIES

1. Click on the “View Full Screen”. Review the Student Code of Rights and Responsibilities document.

Note: All students have the right to have access to all the rules, rights and responsibilities to which the student is subject, Student Code of Rights and Responsibilities. It is important that parents and students are aware of this document’s content.



2. Fill in the name and date fields to give your permission and acknowledge that you have read the information.

3. Click “Complete Step 9 and move to Step 10” to finish this step.

Print

On 08/18/17 at 11:44 AM on 08/18/17

3

Signature of Guardian _____
Date Completed _____
Signature of Parent Knowing Discipline _____
Date Received _____

It is hereby certified that the undersigned has read the Student Code of Rights and Responsibilities and is aware that the same was developed in accordance with the completion of the immediate suspension. The undersigned, working in cooperation with the school district, hereby certifies that the undersigned is aware of the contents of the Student Code of Rights and Responsibilities and is aware that the same will be sent to the school principal and distributed to the appropriate staff and a copy will be sent to the Complaint Investigation Unit, (Assessable Supervisor, Complaints Unit, Director Student Services, or Director of Human Resources).

2

Parent Signature _____ Date _____

2

I have read the Student Code of Rights and Responsibilities with my child, understand all items we are expected to behave in a manner consistent with the standards described.

STEP 10: MAKE AN ONLINE PAYMENT

(OPTIONAL STEP)

1. If you'd like to add funds to your child's Food Service account or submit payment for Device Insurance, click on the "Make an Online Payment" link and follow the prompts.
2. If you do not wish to make a Food Service or Device Insurance payment at this time, click the "Next Step" button in the lower right corner or click on Step 10 on the right.
Note: A green check mark will not display for Step 9. This will not prohibit you from submitting your information.
3. Click "Complete Step 10 and move to Step 11" to finish this step.

The screenshot displays the 'Student Info Update' web application. The main heading is '[STUDENT NAME] Step 10. Make an Online Payment (Optional)'. Below this, there is a paragraph of text: 'For your convenience, you may make an online payment for your Device Insurance as well as a Food Service Payment at this time. If you do not wish to make a Device Insurance or Food Service payment at this time, click the "Next Step" button in the lower right corner or click on Step 10 on the right. A green check mark will not display for Step 9. This will not prohibit you from submitting your information. You may make online payments anytime through Family Access.' A button labeled 'Make an Online Payment' is visible, with a red circle containing the number '1' next to it. Below this button is another button labeled 'Complete Step 10 and move to Step 11', with a red circle containing the number '3' next to it. On the right side, there is a 'Student Info Update' progress list with 21 items. Item 10, 'Make an Online Payment', is highlighted in blue. A red circle with the number '2' is placed over the 'Next Step' button at the bottom right. A yellow asterisk is placed over the progress list.

STEP 11: ATHLETIC REGISTRATION

(OPTIONAL - ONLY NEEDED FOR MIDDLE AND HIGH SCHOOL ATHLETES)

Note: This step is only available for Middle and High School Students. It can be completed at anytime at the Athletics Registration page, found on the Middle and High School web pages. Yearly registration must be completed before your child will be allowed to participate.

1. If you need to register your child for athletics, click on the “Athletic Registration” link and follow the prompts.

Note: Clicking the link will open a new window. The Student Info Update will remain open. When registration is complete, close the registration window to return.

2. If you do not need to register at this time, click the “Next Step” button in the lower right corner or click on Step 11 on the right.

Note: A **green** check mark will not display for Step 10. This will not prohibit you from submitting your information.

3. Click “Complete Step 11 and move to Step 12” to finish this step.

The screenshot displays the 'Student Info Update' interface. On the left is a navigation menu with items like Home, New Student Online Enrollment, Student Info Update (highlighted), and others. The main content area is titled 'Step 11, Athletics Registration (Optional)' and provides instructions and contact information for Lincoln MS, Logan MS, and Central HS. A progress bar on the right shows 21 steps, with '11. Athletics Registration' highlighted in blue. Red circles with numbers 1, 2, and 3 are overlaid on the page to indicate key actions: 1 points to the 'Athletics Registration' link in the navigation menu; 2 points to the 'Next Step' button at the bottom right; 3 points to the 'Complete Step 11 and move to Step 12' button. A yellow asterisk icon is also present near the bottom right.

STEP 12: DENTAL SEALANTS

ONLY FOR GRADES 2ND-4TH, 5TH (ONLY AT HAMILTON & NORTHSIDE), AND 6TH-12TH

1. Please read the Dental Sealants letter from the School District of La Crosse Nursing Staff.
2. If you would like your child to participate in the Dental Sealant program, please check “yes” and if you wish to not participate, please check “no”.
 - A. If yes, click on the link which will take you to the county registration form.
Note: Clicking the link will open a new window. The Student Info Update will remain open. When registration is complete, close the registration window to return.
3. Fill in the name and date fields to give your permission and acknowledge that you have read the information.
4. Click “Complete Step 12 and move to Step 13” to finish this step.

Home

New Student Online Enrollment

Student Info Update

Online Forms

Calendar

Gradebook

Attendance

Student Info

Schedule

Student Services

Conferences

Portfolio

Health Info

Login History

[STUDENT NAME]

Step 12. Dental Sealants (Required)

The La Crosse County Health Department is again offering a dental sealant program for all children in 2nd, 3rd, and 6th-12th grades during the school year. Services are provided by a Registered Dental Hygienist and include a basic screening, cleaning if needed, dental sealants, and fluoride varnish treatments.

You may sign up all eligible children when you follow the link provided on the form if you do this, please make sure to still enter "yes" on this form when you update each child.

View Full Screen

Back

DENTAL SEALANTS

SCHOOL DISTRICT OF LA CROSSE
Dream • Believe

Hello Families,

The La Crosse County Health Department is again offering a dental sealant program for all children in 2nd, 3rd, and 6th-12th grades during the school year. Services are provided by a Registered Dental Hygienist and include a basic screening, cleaning if needed, dental sealants, and fluoride varnish treatments.

The sealant dates will be scheduled throughout the school year and the fluoride varnish will again be applied prior to the school's scheduled date so you can inform your child.

- There is no cost to participate in the program
- Students will be called out of class to participate
- This takes about 10-20 minutes depending on how many sealants your child needs

Wondering what a dental sealant is? Click here to watch a video.

Would you like your child to participate in this program?

Yes

2 If you selected "YES", please sign up online by going to <https://sealasmile.wisconsin.gov/Consent/Home>. In the "teacher" area, you may enter "unknown" as most students will not know their teachers for next year. *You may sign up all eligible children when you follow this link. If you do this, please make sure to still complete this form when you update each child.

No

Thank you for your consideration.

Sincerely,
Your School District of La Crosse School Nurses

3 Parent/Guardian Signature: Date:

4 Complete Step 12 and move to Step 13

Student Info Update

1. Verify Student Information
Completed 06/08/2022 10:20am
- a. Student Information
- b. Family Address
- c. Family Information
- d. Emergency Information
- e. Emergency Contacts
2. Student/Family Residence Questionnaire
Completed 06/08/2022 10:28am
3. Verify Ethnicity/Race
Completed 06/08/2022 10:43am
4. Food Service Application
Completed 06/08/2022 10:55am
5. Free & Reduced - Disclosure of Benefits
Completed 06/08/2022 11:02am
6. Student Accident Insurance
Completed 06/08/2022 2:18pm
7. Health Forms
Completed 06/08/2022 2:18pm
8. LaCrosse Public Education Foundation/La Crosse Promise
Completed 06/08/2022 2:24pm
9. Code of Rights and Responsibilities
Completed 06/08/2022 2:25pm
10. Make an Online Payment
Completed 06/08/2022 2:39pm
11. Athletics Registration
Completed 06/08/2022 2:44pm
- 12. Dental Sealants**
13. Transcript Release Form
14. Device Self Insurance Form
15. Annual Consent to Treatment of Student and Annual Walking Field Trip
16. Notice and Expectations for Participation in 2-Way Video Conferencing
17. Technology Acceptable Use Policy
18. Census Form
19. Signature Page
20. Summary Page

STEP 13: TRANSCRIPT RELEASE FORM

(ONLY FOR 12TH GRADERS ATTENDING CENTRAL HIGH SCHOOL)

1. If you do not wish to complete the Transcript Release form, click No at the prompt.

If you wish to complete the form, follow the steps below.:

2. Review the information regarding the release of transcripts.
3. Fill in your child's name.
4. Check the appropriate boxes under "I authorize Central High School to release my transcripts and any recommendations for the following purposes."
5. Fill in the signature and date fields.
6. If you wish to have the fee waived, click the check box "I am requesting a fee waiver be sent with my application. I certify that I am eligible for free/reduced meals this school year."
7. Sign and date the Fee Waiver portion of the form.
8. Click "Complete Step 13 and move to Step 14" to finish this step.

The screenshot displays the 'CENTRAL TRANSCRIPT RELEASE FORM' interface. On the left is a navigation menu with options like 'Update', 'Online Forms', 'Calendar', 'Gradebook', 'Attendance', 'Student Info', 'Schedule', 'Student Services', 'Conferen...', 'Portfolio', 'Health Info', and 'Login History'. The main content area includes a 'Save' button, a 'Save and Print' button, and a 'Back' button. The form title is 'CENTRAL TRANSCRIPT RELEASE FORM'. Below the title, there is introductory text and a section for authorization with checkboxes for 'All post-secondary applications to colleges', 'To military recruiters', 'To coaches from colleges/universities', and 'For scholarships requiring an official transcript'. There are two signature and date fields. A 'REQUEST FOR FEE WAIVER' section has a checkbox for requesting a fee waiver. At the bottom, there are buttons for 'Previous Step', 'Next Step', and 'Complete Step 13 and move to Step 14'. A sidebar on the right lists various forms and their completion dates. Red circles with numbers 1 through 8 are overlaid on the form to indicate the steps described in the text.

1. If you do not wish to complete the Transcript Release form, click No at the prompt.

If you wish to complete the form, follow the steps below.:

2. Review the information regarding the release of transcripts.
3. Fill in your child's name.
4. Check the appropriate boxes under "I authorize Central High School to release my transcripts and any recommendations for the following purposes."
5. Fill in the signature and date fields.
6. If you wish to have the fee waived, click the check box "I am requesting a fee waiver be sent with my application. I certify that I am eligible for free/reduced meals this school year."
7. Sign and date the Fee Waiver portion of the form.
8. Click "Complete Step 13 and move to Step 14" to finish this step.

STEP 14: DEVICE SELF INSURANCE FORM

1. Review the entire device insurance form.
2. If you accept the district insurance, please check the “Yes, I opt to select the district’s self insurance.” (If you wish to pay in cash, check, or Skyward Online Payment.) If you wish to pay in cash or check, please bring that to your child’s school. If you would like to decline the district insurance please check the “No, I opt out of the district self-insurance.”
3. Fill in the name and date fields to acknowledge that you have read the information.
4. Click “Complete Step 14 and move to Step 15” to finish this step.

The screenshot shows the 'iPad Self Insurance Form' interface. On the left is a navigation menu with items like 'Calendar', 'Gradebook', 'Attendance', 'Student Info', 'Schedule', 'Student Services', 'Conferences', 'Portfolio', 'Health Info', and 'Login History'. The main form area contains the following elements:

- 1**: A red circle with the number '1' pointing to the 'Student Name', 'Date of Birth', and 'Grade' input fields.
- 2**: A red circle with the number '2' pointing to the 'YES, I opt to select the district's self-insurance' checkbox and its associated text.
- 3**: A red circle with the number '3' pointing to the 'Parent/Guardian Signature' and 'Date Signed' input fields.
- 4**: A red circle with the number '4' pointing to the 'Complete Step 14 and move to Step 15' button at the bottom.

On the right side, there is a sidebar with a list of steps and their completion status:

- d. Emergency Information
- e. Emergency Contacts
- 2. Student/Family Residence Questionnaire (Completed 08/08/2022 10:28am)
- 3. Verify Ethnicity/Race (Completed 08/08/2022 10:43am)
- 4. Food Service Application (Completed 08/08/2022 10:55am)
- 5. Free & Reduced - Disclosure of Benefits (Completed 08/08/2022 11:02am)
- 6. Student Accident Insurance (Completed 08/08/2022 2:18pm)
- 7. Health Forms (Completed 08/08/2022 2:16pm)
- 8. LaCrosse Public Education Foundation/La Crosse Promise (Completed 08/08/2022 2:24pm)
- 9. Code of Rights and Responsibilities (Completed 08/08/2022 2:25pm)
- 10. Make an Online Payment (Completed 08/08/2022 2:36pm)
- 11. Athletics Registration (Completed 08/08/2022 2:44pm)
- 12. Dental Sealants (Completed 08/08/2022 2:54pm)
- 13. Transcript Release Form (Completed 08/08/2022 2:59pm)
- 14. Device Self Insurance Form** (Current step)
- 15. Annual Consent to Treatment of Student and Annual Walking Field Trip
- 16. Notice and Expectations for Participation in 2-Way Video Conferencing
- 17. Technology Acceptable Use Policy
- 18. Census Form
- 19. Signature Page
- 20. Summary Page
- 21. Complete Student Info Update

At the bottom right, there are buttons for 'Previous Step', 'Next Step', and 'Close and Finish Later'.

STEP 15: ANNUAL CONSENT TO TREATMENT OF STUDENT AND ANNUAL WALKING FIELD TRIP

1. Fill in the doctor and hospital fields at the top of the form.
2. Read both sections regarding emergency medical treatment of your child during field trips and permission for walking field trips.
3. Fill in the name and date fields (in both sections) to give your permission and acknowledge that you have read the information.
4. Click “Complete Step 15 and move to Step 16” to finish this step.

ANNUAL AUTHORIZATION TO CONSENT TO TREATMENT OF STUDENT/ANNUAL WALKING FIELD TRIP PERMISSION

SCHOOL DISTRICT OF LA CROSSE
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ANNUAL AUTHORIZATION TO CONSENT TO TREATMENT OF STUDENT/ANNUAL WALKING FIELD TRIP PERMISSION
SCHOOL YEAR: 2022-2023

STUDENT NAME:	GRADE:	PRIMARY PHONE:
ADDRESS:	PHONE #1:	PHONE #3:
FAMILY DOCTOR:	HOSPITAL:	

(We), the undersigned Parent/Guardian of the above mentioned student minor do hereby authorize the school district of La Crosse supervising the activity concerned, including but not limited to daily activities, walking, and long distance travel, as agent for the undersigned, to consent to any x-ray examination, anesthetic, medical or surgical treatment or care which is deemed advisable by, and is to be rendered under general or special supervision of, any physician or staff of any licensed hospital whether such diagnosis or treatment is rendered at the office of said physician.

It is understood that this authorization is given in advance of any specific diagnosis, treatment or hospital care and shall provide authority and power on the part of the school district to give specific consent to any and all such treatment or care which the aforementioned physician in the school district in his/her best judgement may deem advisable.

Also, the authorized school district staff has the authority to consent to emergency medical transportation or procedure for himself/herself, for the benefit of the involved student, if such staff person deems necessary.

Every effort will be made to contact parents or guardians to explain the nature of the problem prior to any procedure.

This authorization shall remain effective until the end of the school year.

Signature of Parent/Guardian _____ Date Signed _____

.....

ANNUAL WALKING FIELD TRIP PERMISSION/CONSENT TO TREAT

I hereby give permission for my child to go on field trips within walking distance from my child's school for the purpose of field trips. If I have any special concerns regarding my child participating in field trips I should convey such requests to the teacher, if possible, such special requests will be honored. It is understood that my child will abide by the instructions of the teacher.

Signature of Parent/Guardian _____ Date Signed _____

Complete Step 15 and move to Step 16

15. Annual Consent to Treatment of Student and Annual Walking Field Trip

16. Notice and Expectations for Participation in 2-Way Video Conferencing

17. Technology Acceptable Use Policy

18. Census Form

19. Signature Page

20. Summary Page

21. Complete Student Info Update

Previous Step Next Step

Close and Finish Later

STEP 16: NOTICE & EXPECTATIONS FOR PARTICIPATION IN 2-WAY VIDEO CONFERENCING

1. Please read the Notice and Expectations for Participation in 2-Way Video Conferencing.
2. Click “Complete Step 16 and move to Step 17” to finish this step.



Family Access

My Account Contact Us Exit

Home
New Student Online Enrollment
Student Info Update
Online Forms
Calendar
Gradebook
Attendance
Student Info
Schedule
Student Services
Conferences
Portfolio
Health Info
Login History

Student Info Update

[STUDENT NAME]

Step 16. Notice and Expectations for Participation in 2-Way Video Conferencing (Required)
Print View Full Screen

Notice and Expectations for Participation in 2-way Video Conferencing

The School District of La Crosse is moving into new instruction platforms for 2-way video conferencing. Google Meet video conferencing access within Google Meet. These resources will help us meet the instructional need with social engagement. This involves video conferencing between school staff and individual students. The intent and usage should not be for full class live 2-way instruction. This resource is used solely for the needs of the students invited. During any use of 2-way video learning platforms there are expectations in order to maintain the safety and respect of those participating.

Below is a list of School District of La Crosse expectations for students when participating in 2-way video conferencing.

Student Expectations and Guidelines for Participation

1. Inappropriate use/behavior of 2-way video conferencing will be handled according to the district's policies.
2. Share the times that video conferencing will occur with those in your household.
3. Parents/Guardians should be mindful of what family activities would be potentially seen or heard during video conferencing. This is a great tool to keep students and teachers connected, but please have your phone near enough you can monitor, yet private enough to concentrate on their work.
4. Please attempt to keep all background noise and distractions to a minimum. If you are in a location with background noise mute your device and feel free to listen in.
5. Attempt to select an area in your home with enough space for necessary items - books, notebook, etc.
6. Teachers will have guidelines for how to ask your questions during this time. Follow those directions.
7. Do not share your screen unless directed to by your teacher. When using video, sit where the device and the camera is directed on the face.
8. School appropriate dress is required during participation at all times.
9. Polite and professional language shall be used at all times.
10. Speak in a controlled and clear manner so everyone can hear. Try not to talk over others. It's tricky.
11. Promptly exit the meeting when the meeting time is over. Your instructor will be the first one on and off.
12. Only accept invitations for meetings from school staff, and do not create your own meetings.
13. Give your best effort online as you would in the classroom.
14. You do not need to put your camera on if you do not want to do so.
15. Prior to recording any conference, all participants must be notified.

If any parent/guardian would like to “opt-out” of this resource for instruction and support, please contact your child's teacher. If you opt-out, the teacher will not invite the student to future video conferencing sessions, but the student will still have access to all other resources.

We appreciate your support during this challenging time and are working to keep our students safe and engaged.

Complete Step 16 and move to Step 17

Student Info Update

1. Verify Student Information
Completed 08/08/2022 10:20am
- a. Student Information
- b. Family Address
- c. Family Information
- d. Emergency Information
- e. Emergency Contacts
2. Student/Family Residence Questionnaire
Completed 08/08/2022 10:28am
3. Verify Ethnicity/Race
Completed 08/08/2022 10:43am
4. Food Service Application
Completed 08/08/2022 10:55am
5. Free & Reduced - Disclosure of Benefits
Completed 08/08/2022 11:02am
6. Student Accident Insurance
Completed 08/08/2022 2:18pm
7. Health Forms
Completed 08/08/2022 2:18pm
8. LaCrosse Public Education Foundation/La Crosse Promise
Completed 08/08/2022 2:24pm
9. Code of Rights and Responsibilities
Completed 08/08/2022 2:25pm
10. Make an Online Payment
Completed 08/08/2022 2:38pm
11. Athletics Registration
Completed 08/08/2022 2:44pm
12. Dental Sealants
Completed 08/08/2022 2:54pm
13. Transcript Release Form
Completed 08/08/2022 2:58pm
14. Device Self Insurance Form
Completed 08/10/2022 8:02am
15. Annual Consent to Treatment of Student and Annual Walking Field Trip
Completed 08/10/2022 8:11am

STEP 17: TECHNOLOGY ACCEPTABLE USE POLICY

1. Please read the School District of La Crosse Student Expectations and Acceptable Use Handbook.
2. Click on the dropdown to acknowledge that you have read and reviewed the handbook.
3. Fill in the name and date fields.
4. Click “Complete Step 17 and move to Step 18” to finish this step.

Family Access

My Account | Contact Us | Exit

SKYWARD

Home

New Student Online Enrollment

Student Info Update

Online Forms

Calendar

Gradebook

Attendance

Student Info

Schedule

Student Services

Conferences

Portfolio

Health Info

Login History

Student Info Update

[STUDENT NAME]

Step 17. Technology Acceptable Use Policy (Required)

View Full Screen

Save

Save and Print

Back

School District of La Crosse Student Expectations and Acceptable Use Handbook

SCHOOL LA CROSSE Dream

Please click the link below to review the School District of La Crosse Student Expectations and Acceptable Use Handbook.

School District of La Crosse Student Expectations and Acceptable Use Handbook

I have read and reviewed this handbook with my student and acknowledge the guidelines, expectations, and acceptable use of technology outlined in the Student Expectations and Acceptable Use Handbook.

Parent Signature: _____ Date: _____

Complete Step 17 and move to Step 18

Student Info Update

1. Verify Student Information
Completed 06/08/2022 10:20am
- a. Student Information
- b. Family Address
- c. Family Information
- d. Emergency Information
- e. Emergency Contacts
2. Student/Family Residence Questionnaire
Completed 06/08/2022 10:28am
3. Verify Ethnicity/Race
Completed 06/08/2022 10:43am
4. Food Service Application
Completed 06/08/2022 10:55am
5. Free & Reduced - Disclosure of Benefits
Completed 06/08/2022 11:02am
6. Student Accident Insurance
Completed 06/08/2022 2:18pm
7. Health Forms
Completed 06/08/2022 2:18pm
8. LaCrosse Public Education Foundation/La Crosse Promise
Completed 06/08/2022 2:24pm
9. Code of Rights and Responsibilities
Completed 06/08/2022 2:25pm
10. Make an Online Payment
Completed 06/08/2022 2:30pm

STEP 18: CENSUS FORM

1. Read the statement on the Census Form.
2. When finished with the Student Info Update, navigate to the “Online Forms” button on the left side of the screen to complete this form.
3. Click “Complete Step 18 and move to Step 19” to finish this step.

The screenshot displays the Skyward Family Access interface. At the top, the Skyward logo and 'Family Access' text are visible. The main header shows 'Student Info Update' for a specific student. The left navigation menu includes options like 'Home', 'New Student Online Enrollment', 'Student Info Update', 'Online Forms', 'Calendar', 'Gradebook', 'Attendance', 'Student Info', 'Schedule', 'Student Services', 'Conferences', 'Portfolio', 'Health Info', and 'Login History'. The 'Online Forms' option is highlighted with a yellow star. The main content area features the 'School District of La Crosse Census Form' with instructions and a 'Print' button. A red circle with the number 1 is placed over the 'Print' button. The right side of the page shows a progress bar for 'Student Info Update' with 15 items, each marked as completed. At the bottom, a red circle with the number 3 is placed over the 'Complete Step 18 and move to Step 19' button.

STEP 19: MENTAL HEALTH SCREENING- OPT OUT FORM

1. Read the letter for Mental Health Screening Consent.

Dear Parents/Guardians:

The physical and mental health of young people plays a key role in their District of La Crosse is committed to working with you, not only in the classroom to ensure that students reach their full potential outside of the classroom.

It is in this spirit that we are now supporting a student mental health screening program. The screening program is free, voluntary, and confidential and will be available to all students.

It is our hope that the screening will reassure you that your child is developing typically "growing pains." However, the SDQ may identify a concern in the ability to secure additional assistance for your child, if you so desire.

Your student will participate in the screening during a non-academic period and families and all screening results will be kept confidential and stored in a secure database.

Step 1: All students will complete a 15 minute, computer-based screening about emotions, behaviors, attention concerns, relationships and social skills.

Step 2: All students will be able to schedule a time to meet with a school counselor to discuss any questions they may have about the screening.

Step 3: School staff will analyze the survey data and develop plans for student level concerns.

Step 4: For any students whose answers reveal elevated risk, school staff will contact parents/guardians to discuss those concerns and determine if additional services are needed.

The School District of La Crosse provides the screening as a service, but does not evaluate or provide treatment services based on this information. If formal treatment is needed, please contact your child's school counselor for more information. If you have any questions, please contact your child's school counselor.

1. Introduction	1.1. Introduction
2. Confidentiality	2.1. Confidentiality
3. Opt In/Out	3.1. Opt In/Out
4. Consent	4.1. Consent
5. Code of Signature	5.1. Code of Signature
6. School District of La Crosse	6.1. School District of La Crosse
7. Health Form	7.1. Health Form
8. School District of La Crosse	8.1. School District of La Crosse
9. School District of La Crosse	9.1. School District of La Crosse
10. School District of La Crosse	10.1. School District of La Crosse
11. School District of La Crosse	11.1. School District of La Crosse
12. School District of La Crosse	12.1. School District of La Crosse
13. School District of La Crosse	13.1. School District of La Crosse
14. School District of La Crosse	14.1. School District of La Crosse
15. School District of La Crosse	15.1. School District of La Crosse
16. School District of La Crosse	16.1. School District of La Crosse
17. School District of La Crosse	17.1. School District of La Crosse
18. School District of La Crosse	18.1. School District of La Crosse
19. School District of La Crosse	19.1. School District of La Crosse
20. School District of La Crosse	20.1. School District of La Crosse

2. At the bottom of the letter, please check the "opt in" or "opt out" box to state if you would like your child to participate in the Mental Health Screening.
3. Fill in the name, student name, signature, and date fields.
4. Click "Complete Step 19 and move to Step 20" to finish this step.

MENTAL HEALTH SCREENING- OPT OUT FORM 2023

SCHOOL DISTRICT OF LA CROSSE
Dream • Believe

Your child will automatically participate in the Strengths and Difficulties Questionnaire. If you wish to opt your child out of the Strengths and Difficulties Questionnaire, please select the appropriate option below:

2 I have read and understand the description of the Mental Health Screening Tool offered at my child's school.

Opt In- I want my child to participate in the Strength and Difficulties Questionnaire

Opt Out- I do not want my child to participate in the Strength and Difficulties Questionnaire

Parent/Legal Guardian's Name (Print):

Student Name (Print):

Parent/Legal Guardian's Signature:

Date:

3

4 Complete Step 19 and move to Step 20

STEP 20: SIGNATURE PAGE

1. Read the statement on the signature page.
2. To verify that the student information has been reviewed and is up-to-date, enter your name and date to act as an electronic signature.
3. Click “Complete Step 20 and move to Step 21” to finish this step.

SKYWARD Family Access

My Account Contact Us Exit

Home
New Student Online Enrollment
Student Info Update
Online Forms
Calendar
Gradebook
Attendance
Student Info
Schedule
Student Services
Conferences
Portfolio
Health Info
Login History

Student Info Update
[STUDENT NAME]
Step 19. Signature Page (Required)
Print View Full Screen

ELECTRONIC SIGNATURE PAGE

SCHOOL LAC Dream • B

I have agreed to submit this application by electronic means.

By entering my name in the signature below, I verify my answers are correct and complete to the best of my knowledge. An electronic signature has the same legal effect and can be enforced in the same way as a written signature.

Please type your name, relationship to student, and date below.

ELECTRONICALLY SIGNED BY RELATIONSHIP TO STUDENT DATE

Complete Step 19 and move to Step 20

Student Info Update
1. Verify Student Information
Completed 06/08/2022 10:20am
a. Student Information
b. Family Address
c. Family Information
d. Emergency Information
e. Emergency Contacts
2. Student/Family Residence Questionnaire
Completed 06/08/2022 10:28am
3. Verify Ethnicity/Race
Completed 06/08/2022 10:43am
4. Food Service Application
Completed 06/08/2022 10:55am
5. Free & Reduced - Disclosure of Benefits
Completed 06/08/2022 11:02am
6. Student Accident Insurance
Completed 06/08/2022 2:18pm
7. Health Forms
Completed 06/08/2022 2:18pm
8. LaCrosse Public Education Foundation/La Crosse Promise
Completed 06/08/2022 2:24pm
9. Code of Rights and Responsibilities
Completed 06/08/2022 2:25pm
10. Make an Online Payment

STEP 21: SUMMARY PAGE

1. Review the Student Info Update Recap.

Note: On the next screen you will have a chance to review the completion status for each step. Double check that all required steps have a **green check mark** next to them.

2. Click “Complete Step 21 and move to Step 22” to finish this step.

Family Access My Account Contact Us Exit

SKYWARD

Home
New Student Online Enrollment
Student Info Update
Online Forms
Calendar
Gradebook
Attendance
Student Info
Schedule
Student Services
Conferences
Portfolio
Health Info
Login History

Student Info Update
[STUDENT NAME]
Step 20. Summary Page (Required) Print View Full Screen

Student Info Update Recap

REMINDER:

- On the next screen you will have a chance to review each steps completion status. Do not proceed until all steps have a **green check mark** next to them.
- Once you are finished reviewing all steps, click the **"Submit Student Info Update"** button to complete the Student Info Update.

OTHER INFORMATION:

- If you changed your address, you will need to bring in proof of your new address to either the District Registrar Office. You may also email the information to the Registrar's office at registrar@lacrosse.k12.wi.us
- Don't forget to check your child's school website, under school documents, for your online enrollment information.
- If your child is involved in athletics at the middle or high school level, the sports physical is required. For more information, visit <https://www.lacrosseschools.org/programs-services/school-health-services/sports-physicals>

Helpful Links for the School Year

- YMCA School Age Care
 - Available at the Elementary level
 - Before and after school care at these La Crosse locations: Emerson, Northside, Spaulding, Southern Bluffs, State Road and Summit
 - Contact the YMCA for more information or to check for availability for the school year at <https://www.laxymca.org/school-year-care/>
- Boys and Girls Club of Greater La Crosse
 - Available to grades K-12
 - After school care available at these La Crosse locations: Amie L. Mathy Center, Teague, Schuh/Mullen Homes and Northside
 - Contact the Boys and Girls Club for more information - 782-3926
 - <http://www.bgclax.org/>
- La Crosse MTU Information
 - <https://www.cityoflacrosse.org/mtu>

Student Info Update

- Verify Student Information Completed 06/08/2022 10:20am
- Student Information Completed 06/08/2022 10:20am
- Family Address Completed 06/08/2022 10:20am
- Family Information Completed 06/08/2022 10:20am
- Emergency Information Completed 06/08/2022 10:20am
- Emergency Contacts Completed 06/08/2022 10:20am
- Student/Family Residence Questionnaire Completed 06/08/2022 10:28am
- Verify Ethnicity/Race Completed 06/08/2022 10:43am
- Food Service Application Completed 06/08/2022 10:55am
- Free & Reduced - Disclosure of Benefits Completed 06/08/2022 11:02am
- Student Health Insurance Completed 06/08/2022 2:18pm
- Health Insurance Completed 06/08/2022 2:18pm
- La Crosse Public Education Foundation - Crosse Promise Completed 06/08/2022 2:24pm
- Code of Rights and Responsibilities Completed 06/08/2022 2:25pm
- Make an Online Payment Completed 06/08/2022 2:39pm
- Athletics Registration Completed 06/08/2022 2:44pm
- Dental Sealants Completed 06/08/2022 2:54pm
- Transcript Release Form Completed 06/08/2022 2:58pm
- Device Self Insurance Form Completed 06/10/2022 8:02am

Don't forget to hit the submit button on the next screen

Complete Step 20 and move to Step 21

STEP 22: COMPLETE STUDENT INFO UPDATE

1. Check the “Completed, Not Completed, or Skipped” status for each step listed in the center area.

Note: Required steps that need to be reviewed will show as “not completed.” Steps showing as skipped are optional and do not need to be completed to submit the Student Info Update.

2. For any “Not Completed” steps:

- Click on the appropriate step from the list on the right.
- Verify or update the information in that step and click the “Complete and Move to the Next Step” button.
- Return to the Complete Student Info Update step using the link on the right.

3. Click “Submit Student Info Update” to finish.

Note: The “Submit Student Info Update” button will not be available to click if all required steps have not been completed.

The screenshot displays the Skyward Family Access interface for the Student Info Update process. The main heading is "Student Info Update" with a sub-heading "[STUDENT NAME]". Below this, it states "Step 21. Complete Student Info Update (Required)" and includes a message: "By completing Student Info Update, you are confirming that the Steps below have been finished. Are you sure you want to complete Student Info Update for:". A red circle with the number 1 is positioned over this header.

The central area lists 20 steps with their completion status and dates. Step 4, "Food Service Application", is marked as "Not Completed" with a yellow star icon. A red circle with the number 2 is positioned over the right-hand list of steps, specifically over "5. Free Ben... - Disclosure of".

At the bottom of the page, there are fields for "Guardian Name:" and "Guardian Address:". A red circle with the number 3 is positioned over the "Submit Student Info Update" button.

CONFIRMATION PAGE

1. If your Student Info Update was successfully completed and submitted, you will see a page like the example below. If you don't get the confirmation page, contact your child's school or the District Registrar's Office.
2. No other action is needed for this child unless there are changes to your child's name, birth information or a change of address. Proof of any of these changes will need to be brought either to your child's school, the District Registrar's Office, or emailed to registrar@lacrossesd.org.
3. **If you have other children in the family**, and would like to complete their update at this time, click on the Student Info Update tab at the left and select your next child. Other children can also be completed at another time.
4. If you are finished in Skyward, click the "Exit" link in the top right corner to log out of your account.

The screenshot shows the Skyward Family Access interface. At the top left is the Skyward logo and the text "Family Access". At the top right are links for "My Account", "Contact Us", and "Exit". A red circle with the number "4" is placed over the "Exit" link. The main content area features a header with "[STUDENT NAME]" and a red circle with the number "1" above it. Below the header is a confirmation message: "Student Info Update was successfully completed and submitted to the district for [STUDENT NAME] & [DATE]". Underneath the message are two links: "Go back to review completed steps" and "Mark Student Info Update as not completed and make changes". A red circle with the number "3" is placed over the "Student Info Update" link in the left-hand navigation menu. The navigation menu includes: Home, New Student Online Enrollment, Student Info Update, Online Forms, Calendar, Gradebook, Attendance, and Student Info.

