

Email to all parents K-12:

SUBJECT: Reminder and News: Check fines and fees; new, better system!

Hello Families,

In order to provide better customer service, we have expanded the capability of our online payment system! As the end of the school year approaches, please take the opportunity to check for any outstanding balances your student may have.

The Edmonds School District has converted all outstanding fine/fee balances from Skyward Family Access to the TouchBase online payment system. This is the same payment system used for all other online payments. ***Additionally, students now have the ability to view and manage their own fines and fees.***

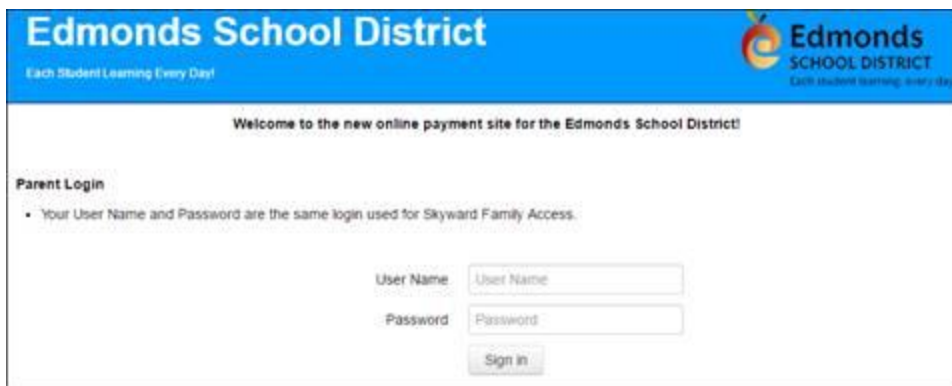
What this means for you:

- You have one place to make purchases, view/pay outstanding balances, and view reports of your payment history.
- Fee Management is no longer available in Skyward Family Access. If you need to see a history of past charges and payments, contact your student's school.
- If you have questions about a fine posted and would like more information, please contact your student's school.
- If you do not wish to make payments online, you will still be able to pay via cash/check/credit (with no fee) at the school.

Here's how it works:

Log in to the online payment system at the below address:

<https://wa-edmonds.intouchrecepting.com>



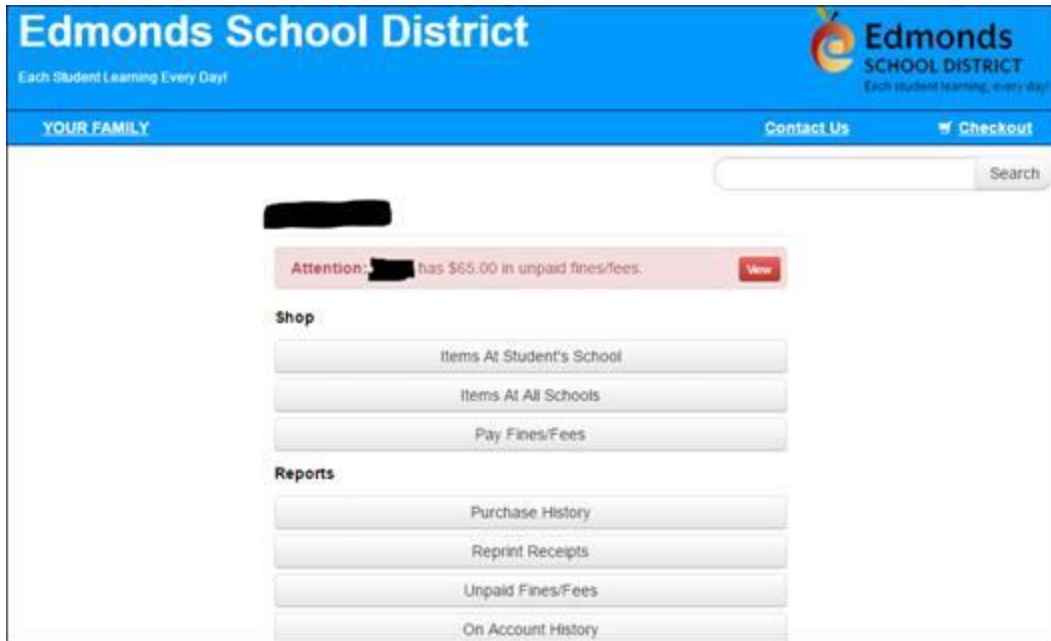
The screenshot shows the login page for the Edmonds School District's online payment system. The header features the Edmonds School District logo and the slogan "Each Student Learning Every Day". Below the header, a welcome message reads: "Welcome to the new online payment site for the Edmonds School District!". The "Parent Login" section includes a note: "Your User Name and Password are the same login used for Skyward Family Access." There are two input fields: "User Name" and "Password", both with placeholder text. A "Sign In" button is located below the password field.

For Parents/Guardians - Use the same username / password that you use to log into Skyward Family Access.

For Students - Use your 7 digit student ID (lunch ID) as the user name, and the proper spelling of your last name as the password (Smith).

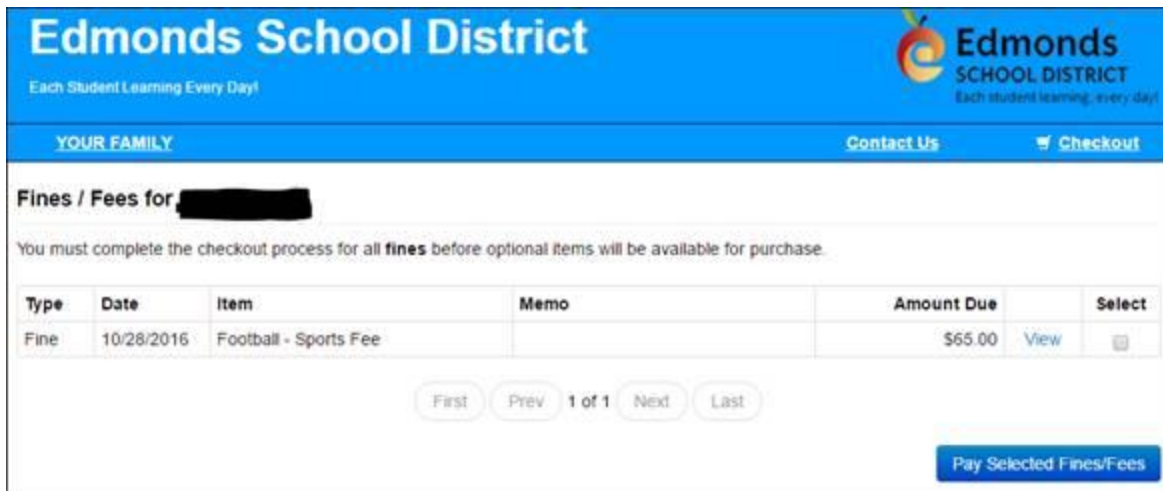
Once you are logged in, click on the name of the student that you wish to view fines or make payments.

When you click on the student's name, you will be brought to the screen where you can either shop or view reports. There will now be a notification if your student has any outstanding fine/fee balances:



To pay the fines/fees, click on either the red "View" button, or the "Pay Fines/Fees" button.

When the below screen appears, check the box on the far right to select, then click on the "Pay Selected Fines/Fees" button.



This will add the items to the cart, where you can either checkout or continue shopping for other items.

Once the payment is made, the notification of outstanding items will no longer appear.