



***2026-2027***

**Returning Student Registration (RSR)**

*Step-by-Step Visual Guide*

**Registro de Estudiantes que Regresan**

*Guía visual paso a paso*

Skyward Family Access Homepage Página de inicio de Skyward Family Access.....	3
Instructions (District Message) Instrucciones (Mensaje directo).....	3
Family Information ( <b>STEP 1</b> ) Información familiar ( <b>PASO 1</b> ).....	4
Certificate of Residence ( <b>STEP 2</b> ) Certificado de Residencia ( <b>PASO 2</b> ).....	5
Emergency Contact (Non-Parent/Guardian) ( <b>STEP 3</b> ) Contacto de emergencia (que no sean padres o tutores) ( <b>PASO 3</b> ).....	5
Student Health Condition ( <b>STEP 4</b> ) Estado de salud del estudiante ( <b>PASO 4</b> ).....	6
Custody Papers ( <b>STEP 5</b> ) Documentos de custodia ( <b>PASO 5</b> ).....	6
Homeless Status ( <b>STEP 6</b> ) Sin hogar ( <b>PASO 6</b> ).....	7
Military Service Information ( <b>STEP 7</b> ) Información del servicio military ( <b>PASO 7</b> ).....	7
Permissions Forms ( <b>STEP 8</b> ) Formulario de permisos ( <b>PASO 8</b> ).....	8
Parent/Student Handbook ( <b>STEP 9</b> ) Manual para padres y estudiantes ( <b>PASO 9</b> ).....	8
Fee Payment ( <b>STEP 10</b> ) Pago de tarifa ( <b>PASO 10</b> ).....	9
Review & Submit Form Revisar y enviar formulario.....	10
Return To Dashboard Volver al panel.....	10

# Skyward Family Access Homepage

## Página de inicio de Skyward Family Access

Click on the dropdown arrow and select Family Access

Haga clic en la flecha desplegable y seleccione Acceso familiar

## Instructions (District Message)

## Instrucciones (Mensaje directo)

ONLINE FORM : 26-27 RETURNING REGISTRATION - TEST

7 of 7 Instructions Reopen

Instructions

- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review

Welcome back to 26-27 Returning Registration - TEST. Your form has been submitted. To make changes, press the REOPEN button. When you're done, go to the review page and submit the form again.

Dear Parents/Primary Guardians / Queridas padres / tutores primarios:

- Families of RETURNING students in grades K-8 will not be required to show proof of residency documents because the district uses a third-party service to verify residency. You may be contacted for documentation if additional information is needed. / Las familias de estudiantes que REGRESAN en los grados K-8 no tendrán que mostrar documentos de prueba de residencia porque el distrito utiliza un servicio externo para verificar la residencia. Es posible que lo contactemos para solicitar documentación si se necesita información adicional en cada pantalla o su registro no estará completo. también debe hacer clic en ENVIAR REGISTRO EN LÍNEA en el PASO 6 para completar con éxito el proceso de registro
- Please remember you must click COMPLETE STEP on each screen, or your registration will not be complete. You must also click SUBMIT ONLINE REGISTRATION in STEP 6 to successfully complete the registration process. / Recuerde que debe hacer clic en COMPLETAR PASO en cada pantalla o su registro no estará completo. también debe hacer clic en ENVIAR REGISTRO EN LÍNEA en el PASO 6 para completar con éxito el proceso de registro
- If a parent or guardian is missing from the Family Screen, please contact your School Office with that information so we can update the database. / Si un padre o tutor falta en la pantalla familiar, comuníquese con la oficina de su escuela con esa información para que podamos actualizar la base de datos
- The Emergency Contact Screen is for Emergency Contacts OTHER than parents/primary guardians. / Tenga en cuenta: que la pantalla de contactos de emergencia es para contactos de emergencia DISTINTOS de los padres/tutores
- Your child's transportation will remain the same as the previous school year unless you notify the school office directly. / El transporte de su estudiante seguirá siendo el mismo que el año escolar anterior a menos que usted notifique directamente a la oficina de la escuela.
- After you complete and submit your student's online registration in Skyward, you will need to go to the KEENEYVILLE WEB STORE (REVTRAK) at <https://esd20.revtrak.net/> to pay the required fees and optional PTO Dues. 6th grade students are encouraged to purchase Gym Uniform during the registration process. / Después de completar y enviar el registro en línea de su estudiante en Skyward, deberá ir a la TIENDA WEB DE KEENEYVILLE (REVTRAK) en <https://esd20.revtrak.net/> para pagar las tarifas requeridas y cuotas opcionales de PTO. Se anima a los estudiantes de sexto grado a comprar uniforme de gimnasio durante el proceso de inscripción.

# Family Information (STEP 1)

## Información familiar (PASO 1)

Family Information

0 of 10 Step 1 (Required) Save & Exit Previous Complete & Next

- Instructions
- Family Information (Required)
- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- Student Health Condition (Required)
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)
- Military Service Information (Required)
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review



Family information verification

### FAMILY INFORMATION

Home Language English

**GUARDIAN #1**

Guardian Name

\*Relationship Father

Custodial Guardian  Select

Physical Placement

Legal Decisions

Allow Student Pickup

Driver's License Number

**GUARDIAN 1ST PHONE**

Phone Type Cellular

Phone Number

Extension

Confidential

# Certificate of Residence (STEP 2)

## Certificado de Residencia (PASO 2)

SKYWARD ONLINE FORM: CERTIFICATE OF RESIDENCE

7 of 7 Step 1 (Required) Save & Exit Previous Complete & Next Complete & Review Print Step Delete In-Progress Online Form

- Instructions
- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review

Keeneyville School District 20 requires that each family wishing to enroll a student in a District 20 school be bona fide residents within the legal school boundaries of this district. A student must be living with his/her parent or with an approved guardian with legal custody. / El Distrito Escolar 20 de Keeneyville requiere que cada familia que desee inscribir a un estudiante en una escuela del Distrito 20 sea residente bona fide dentro de los límites escolares legales de este distrito. Un estudiante debe vivir con sus padres o con un tutor aprobado con custodia legal.

Full Name (FL) Alexis Carone

Current Grade 04

\*School Name Waterbury

\*1) I certify that I am the parent/legal guardian of the abovenamed student, and that this child's residency has not been initial established solely for the purpose of attending District 20 schools. I further certify that the information presented in this Certificate is true, complete, and accurate to the best of my knowledge. / Certifico que soy el padre/tutor legal del estudiante mencionado anteriormente y que la residencia de este niño no se ha establecido únicamente con el propósito de asistir a las escuelas del Distrito 20. Certifico además que la información presentada en este Certificado es verdadera, completa y precisa a mi leal saber y entender.

Yes  No

\*2) I understand that knowingly and willfully providing false information to a school district regarding the residency initial of a child for the purpose of enabling that child to

Yes  No

# Emergency Contact (Non-Parent/Guardian) (STEP 3)

## Contacto de emergencia (que no sean padres o tutores) (PASO 3)

SKYWARD ONLINE FORM: EMERGENCY CONTACT (NON-PARENT/GUARDIAN)

7 of 7 Step 2 (Required) Save & Exit Previous Complete & Next Complete & Review Print Step Delete In-Progress Online Form

- Instructions
- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review

Please provide at least two emergency contacts with accurate and up-to-date emergency contact information for your student. In the event of an illness, injury, or emergency when we are unable to reach a parent or guardian, we will contact the individuals you list below. These contacts should be trusted adults who are authorized to pick up your student if needed. / Proporciono al menos dos contactos de emergencia con información precisa y actualizada de su estudiante. En caso de enfermedad, lesión o emergencia, si no podemos contactar a un padre o tutor, nos comunicaremos con las personas que indique a continuación. Estos contactos deben ser adultos de confianza autorizados para recoger a su estudiante si es necesario.

↑↓ Reorder Emergency Contacts

EMERGENCY CONTACT #1

\*First Name Irma

Middle Name

\*Last Name Schneider

Relationship Grandmother

Allow Student Pickup

Driver's License Number

Comment Irma is Alexis and Ava's Grandmother, In case of emergency

EMERGENCY CONTACT #1 PHONES

1st Phone Type

Please add at least one non-parent/guardian as the Emergency Contact

Agregue al menos una persona que no sea padre/tutor como contacto de emergencia

## Student Health Condition (STEP 4) Estado de salud del estudiante (PASO 4)

SKYWARD

MENU ONLINE FORM : STUDENT HEALTH CONDITION

Student Health Condition

0 of 10 Step 4 (Required) Save & Exit Previous Complete & Next

Instructions

- Family Information (Required)
- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- Student Health Condition (Required)**
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)
- Military Service Information (Required)
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review

Student Health condition information

STUDENT HEALTH CONDITION / CONDICIÓN DE SALUD DEL ESTUDIANTE

Health Condition / Condición de salud

Start date / Fecha de inicio MM/DD/YYYY  31

Note / Nota

Clear Student Health Condition / Condición de salud del estudiante

+ Add Student Health Condition / Condición de salud del estudiante

## Custody Papers (STEP 5) Documentos de custodia (PASO 5)

SKYWARD

MENU ONLINE FORM : CUSTODY PAPERS

CUSTODY PAPERS

7 of 7 Step 3 (Required) Save & Exit Previous Complete & Next Complete & Review

Instructions

- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- CUSTODY PAPERS (Required)**
- Homeless / Sin hogar (Required)
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)

CUSTODY PAPERS / DOCUMENTOS DE CUSTODIA

\*Have Custody Papers or Court Orders been issued for this child? / ¿Se han emitido documentos de custodia u órdenes judiciales para este niño?  Yes  No

(If yes, the school office must have a current copy) / En caso afirmativo, la oficina de la escuela debe tener una copia actualizada:

## Homeless Status (STEP 6)

### Sin hogar (PASO 6)

What New

MENU ONLINE FORM : HOMELESS / SIN HOGAR

Homeless / Sin Hogar

7 of 7 Step 4 (Required) Save & Exit Previous Complete & Next Complete & Review

- Instructions
- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)**
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review

**\*As a parent/guardian, I claim this student as homeless or attending school in the student's former Homeless district upon determination of the Department of Children and Family Services. / Como padre/tutor, reclamo que este estudiante no tiene hogar o asiste a la escuela en su antiguo lugar de residencia. distrito según la determinación del Departamento de Servicios para Niños y Familias.**

Yes  No

Your child may qualify for additional services please contact the district's McKinney-Vento Liaison, Estefania Bravo, at 630-894-4017 for more information. / Su hijo puede calificar para servicios adicionales; comuníquese con la coordinadora de familia de McKinney-Vento del distrito, Estefania Bravo, al 630-894-4017 para obtener más información.

## Military Service Information (STEP 7)

### Información del servicio militar (PASO 7)

2

MENU ONLINE FORM : MILITARY SERVICE INFORMATION

Military Service Information

0 of 10 Step 7 (Required) Save & Exit Previous Complete & Next

- Instructions
- Family Information (Required)
- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- Student Health Condition (Required)
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)
- Military Service Information (Required)**
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review

Periodically the Illinois State Board of Education (ISBE) or other state and/or federal agencies request that we collect various demographic data regarding our students. ISBE has recently required that we annually collect data regarding our student's parents/guardians active military status. Please answer YES if the following statements apply. If they do not, please leave BLANK. Responda SÍ si las siguientes afirmaciones son aplicables. Si no, deje el espacio en blanco.

**Does the student's parent or guardian serve in the military, including National Guard or Reserve? / ¿El padre o guardián del niño está en el servicio militar, incluyendo la Guardia Nacional o la Reserva?**

Yes  No

**Is the parent or guardian currently serving in active duty or expect to be deployed this year? / ¿Está el padre o guardián en el servicio militar o lo estará en este año?**

Yes  No

**Has a parent or guardian returned from deployment in the last 6 months? / ¿Ha regresado un padre o guardián del servicio militar en los últimos seis meses?**

Yes  No

## Permissions Forms (STEP 8) Formulario de permisos (PASO 8)

SKYWARD

MENU ONLINE FORM : PERMISSIONS FORM

PERMISSIONS FORM

7 of 7 Step 5 (Required) Save & Exit Previous Complete & Next Complete & Review

- Instructions
- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review

PERMISSIONS FORM/ FORMULARIO DE PERMISOS 26-27

**\*1. In case of emergency, I give permission to call a doctor and/or arrange transportation to, Distribute for Emergency Selection and treatment at, the nearest hospital if such treatment seems indicated. / En caso de emergencia, doy permiso para llamar a un médico y/o organizar el transporte a, y tratamiento en el hospital más cercano si dicho tratamiento parece indicado**

Yes  No

**\*2. I give permission for my student to take walking and bus field trips. / Doy permiso para que mi estudiante realice excursiones a pie y en autobús. Distribute for Field Trips Selection**

Yes  No

**\*3. I confirm that my student and I have signed the Technology Access Permission Form Internet Selection to abide by these terms. / Confirmando que mi estudiante y yo hemos firmado el Acuerdo de Internet y aceptamos seguir cumpliendo con estos términos**

Yes  No

**\*4. I confirm that my student and I have agreed to the Parent/Student Technology Handbook & Acceptable Use Internet Selection and will continue to abide by these terms. / Confirmando que mi estudiante y yo hemos aceptado el Manual de tecnología para padres/estudiantes y el Acuerdo de sección de permiso de uso aceptable y continuaremos cumpliendo con estos términos.**

Yes  No

## Parent/Student Handbook (STEP 9) Manual para padres y estudiantes (PASO 9)

SKYWARD

MENU ONLINE FORM : PARENT/STUDENT HANDBOOK 2026-2027

PARENT/STUDENT HANDBOOK 2026-2027

7 of 7 Step 6 (Required) Save & Exit Previous Complete & Next Complete & Review Print Step Delete In-Progress Online

- Instructions
- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review

This form is to be completed by student and parent/guardian annually, acknowledging receipt and pledging to follow the Handbook. If you would like a paper copy of the Handbook or this form, please contact your school.  
Este formulario debe ser completado anualmente por el estudiante y los padres/tutores, confirmando que lo recibió y comprometiéndose a seguir el Manual. Si desea una copia impresa del Manual o de este formulario, comuníquese con su escuela.

Full Name (FL) Alexis Carone

Name Waterbury Elementary

Current Grade 04

Student Acknowledgement and Pledge/  
Reconocimiento y compromiso del estudiante

I acknowledge receiving and/or being provided electronic access to the Parent/Student Handbook (<https://www.esd20.org/for-parents/handbooks>) and School Board Policy (<https://www.esd20.org/board-of-education/board-policy-manual>) on student behavior. I have read these materials and understand all rules, responsibilities, and expectations.  
Reconozco haber recibido y/o haber recibido acceso electrónico al Manual para padres y estudiantes (<https://www.esd20.org/for-parents/handbooks>) y a la Política de la Junta Escolar (<https://www.esd20.org/board-of-education/board-policy-manual>) sobre el comportamiento de los estudiantes. He leído estos materiales y entiendo todas las reglas, responsabilidades y expectativas. Para ayudar a mantener segura mi escuela, me comprometo a cumplir con todas las reglas, políticas y procedimientos de la escuela y del distrito escolar.

English Handbook [English-Parent-Student Handbook 2026-2027](#)

Spanish Handbook [Spanish-Parent-Student Handbook 2026-2027](#)

I understand that the Parent/Student Handbook and school district policies may be amended during the year and that such changes are available on the School district website or in the school office.  
I understand that my failure to return this acknowledgment and pledge will not relieve me from being responsible for knowing or complying with school and school district rules, policies, and procedures./  
Entiendo que el Manual para padres/estudiantes y las políticas del distrito escolar pueden modificarse durante el año y que dichos cambios están disponibles en el sitio web del distrito escolar o en la oficina de la escuela.

View current Parent/Student Handbook here.  
Vea el Manual actual para padres y estudiantes aquí

# Fee Payment (STEP 10)

## Pago de tarifa (PASO 10)

7 of 7 Step 7 (Required) Save & Exit Previous Complete & Review Print Step Delete In-Progress Online Form

Instructions

- Certificate of Residence (Required)
- Emergency Contact (Non-Parent/Guardian) (Required)
- CUSTODY PAPERS (Required)
- Homeless / Sin hogar (Required)
- PERMISSIONS FORM (Required)
- PARENT/STUDENT HANDBOOK 2026-2027 (Required)
- Fee Payment (Required)
- Review

Now that you complete and submit your student's online registration in Skyward, you will need to go to the Fee Management to pay the required fees and optional PTO Dues. 6th grade students are encouraged to purchase Gym Uniform during the registration process. / Ahora que completa y envía el registro en línea de su estudiante en Skyward, deberá ir a Administración de tarifas para pagar las tarifas requeridas y las cuotas opcionales de PTO. Se recomienda a los estudiantes de sexto grado que compre el uniforme de gimnasia durante el proceso de registro.

Keeneville Web Store Keeneville Web Store

You can also make payments via the "Fees & Fee Payments" tile on the Main Dashboard, or through the Web Store link on our website

También puede realizar pagos a través del mosaico "Tarifas y pagos de tarifas" en el panel principal, o a través del enlace de la tienda web en nuestro sitio web.

View All FEES - Add to Dock

Make a Payment

2025-2026 WATERBURY ELEMENTARY

Charge Amount: \$155.00 Paid and Waived Amount: \$155.00 Credit Amount: \$0.00 Amount Due: \$0.00

ASSIGNED CUSTOMER FEES

Due Date	Fee Description	Fee Amount	Amount Due	Source Description	Comment
03/18/2025	WB PTO Dues 2025-2026	\$5.00	\$0.00		
06/01/2025	WB Early Bird Discount Registr	\$100.00	\$0.00		
06/01/2025	WB Technology Fee 2025-2026	\$50.00	\$0.00		

AVAILABLE OPTIONAL FEES

	Fee Description	Fee Amount	Fee Category
+ Add to Fees	WB PTO Dues 2024-2025	\$5.00	G - General
+ Add to Fees	WB PTO Dues 2025-2026	\$5.00	G - General
+ Add to Fees	WB Tech Fees Miscellaneous	\$145.00	G - General

Click here to access the Web Store and make payments

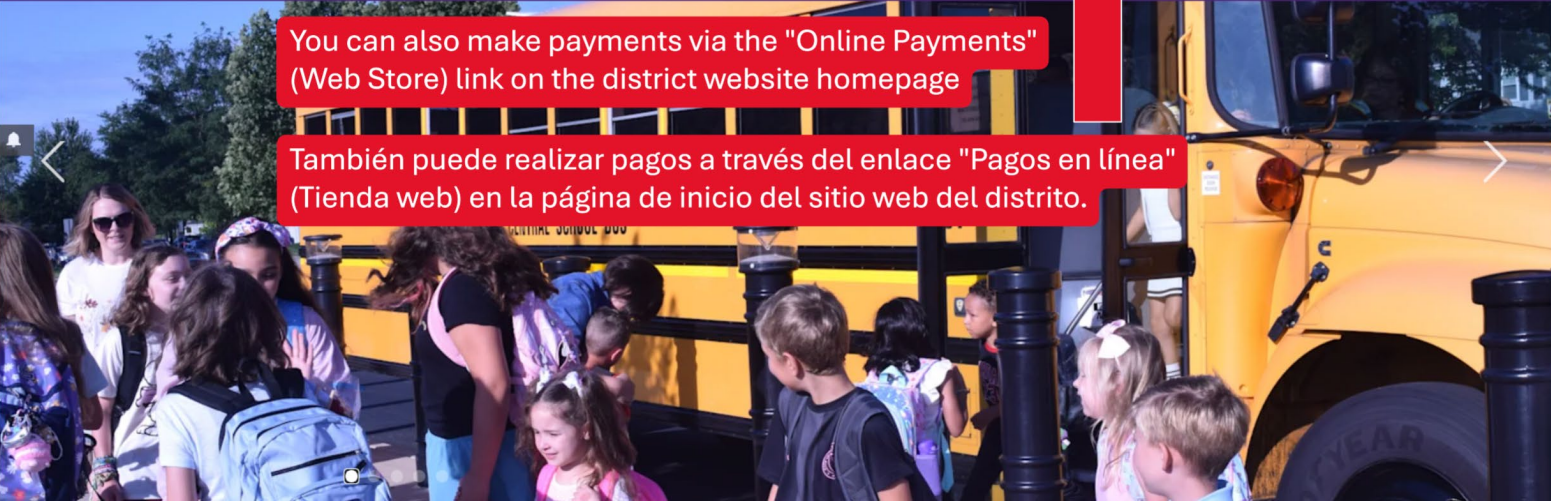
Click here to access the Web Store and make payments





You can also make payments via the "Online Payments" (Web Store) link on the district website homepage

También puede realizar pagos a través del enlace "Pagos en línea" (Tienda web) en la página de inicio del sitio web del distrito.



**You must complete all 10 steps to ensure your student's enrollment is complete.**

###