

In-Person or Virtual Academy choice Reopening of Schools Plan

Log in to Skyward Family Access

A new Online Form has been added to record your choice for in person or virtual learning for your student/s.

Click on the Fill out Online Form for *student name* for the In Person/Virtual option form

The screenshot shows the Skyward Family Access home page. On the left is a navigation menu with items: Home, Data Clean-Up, Online Forms, Gradebook, Attendance, Student Info, Busing, Schedule, Academic History, Portfolio, Skylert, and Login History. The 'Home' item is highlighted. A notification banner at the top right contains the following text: 'An Online Form is now available to fill out', 'Student single sign-on username and password can be viewed here.', 'Fill out Online Form for [redacted]', 'Please fill out this online form to indicate if your student will attend school in person or virtually at home in the WT Virtual Academy when the Washington Township Reopening of Schools Plan for In-Person Learning is implemented', and 'Fill out Online Form for [redacted]'.

Or, click the Online Forms tab on the left and click Fill Out Form next to In Person or Virtual Option

The screenshot shows the Skyward Family Access 'Online Forms' page. The navigation menu on the left has 'Online Forms' highlighted. A notification banner at the top right is partially visible. A modal window is open in the center, titled 'Allisonville Elementary'. It contains two sections: 'Student Username and Password' with links 'Open' and 'Fill Out Form', and 'In Person or Virtual Option' with links 'Open' and 'Fill Out Form'. The 'Fill Out Form' link in the second section is highlighted in yellow. The background page shows a message about the re-enrollment process for the school year.

Click on either 1-In Person or Virtual Option or the Next button.

The screenshot shows the 'In Person or Virtual Option' form. On the left is a navigation menu with 'Online Forms' selected. The main content area has a header 'In Person or Virtual Option' and a sub-header '(Allisonville Elementary)'. Below this is a 'District Message' box with the text: 'Please fill out this online form to indicate if your student will attend school in person or virtually at home in the WT Virtual Academy when the Washington Township Reopening of Schools Plan for In-Person Learning is implemented.' To the right of the message is a 'District Message' sidebar with two items: '1. In Person or Virtual Option' (highlighted in yellow) and '2. Complete In Person or Virtual Option'. At the bottom right are two buttons: 'Next' (highlighted in yellow) and 'Close and Finish Later'.

Use drop down menus to choose In-Person or Virtual Academy option and Yes or No if bus transportation is required. Click Complete Step 1 and move to Step 2 button at bottom.

The screenshot shows 'Step 1. In Person or Virtual Option (Required)'. The main text reads: 'Please fill out this online form to indicate if your student will attend school in person or virtually at home in the WT Virtual Academy when the Washington Township Reopening of Schools Plan for In-Person Learning is implemented. If choosing the in person option, please indicate if your student will require MSDWT bus transportation services.' There are 'Print' and 'View Full Screen' buttons. Below is a 'District Message' sidebar with '1. In Person or Virtual Option' selected. The main form contains the text: 'In preparation for Gradual Reopening of Schools for In-Person Learning please indicate if your student will attend school in-person or continue the virtual learning process at home in the WT Virtual Academy.' and 'If you choose the in-person option, please indicate if your student will be using MSDWT bus transportation services.' There are two dropdown menus: one for 'Allisonville Elementary' and another for 'Please choose In-Person or Virtual option for student' (highlighted in yellow). A third dropdown menu is for 'Student will require MSDWT bus transportation' (highlighted in yellow). At the bottom is a yellow button: 'Complete Step 1 and move to Step 2'.

Click Submit In Person or Virtual Option button to complete process.

The screenshot shows 'Step 2. Complete In Person or Virtual Option (Required)'. The main text reads: 'By completing In Person or Virtual Option, you are confirming that the Steps below have been finished. Are you sure you want to complete In Person or Virtual Option for Victoria?'. Below this is a 'Review In Person or Virtual Option Steps' section with a table: 'Step 1) In Person or Virtual Option Completed 08/21/2020 11:08am'. There are input fields for 'Guardian Name' and 'Guardian Address:'. At the bottom is a yellow button: 'Submit In Person or Virtual Option'. To the right is a 'District Message' sidebar with '1. In Person or Virtual Option' (Completed 08/21/2020 11:08am) and '2. Complete In Person or Virtual Option' selected. There are 'Previous Step', 'Next Step', and 'Close and Finish Later' buttons.

To change your selection after submission

Log in to Skyward Family Access and click on Online Forms then click View to the right of In Person or Virtual Option

The screenshot shows the Skyward Family Access interface. On the left is a sidebar menu with options: Home, Online Forms (highlighted), Gradebook, Attendance, Student Info, Busing, Schedule, Discipline, Test Scores, Academic History, and Portfolio. The main content area displays the 'In Person or Virtual Option' form for North Central High School. The form title is 'In Person or Virtual Option' with a 'View' button. Below the title, it says 'Please fill out this online form to indicate if your student will attend school in person or virtually at home in the WT Virtual Academy when the Washington Township Reopening of Schools Plan for In-Person Learning is implemented.' The form is marked as 'Completed, 09/08/2020 11:04am'. A yellow box highlights the 'View' button. Below the form, there is a text block: 'Students also had a 10-point extra credit opportunity to create a virtual resume - due by/before 5pm TODAY. Should your student not finish the Professional Portfolio by the deadline, he/she can still submit it LATE'.

Click "Mark as not completed and make changes" at the top of the screen.

This screenshot shows the 'In Person or Virtual Option' form. At the top, there is a 'Print' button and a yellow button labeled 'Mark as not completed and make changes'. The form title is 'In Person or Virtual Option' with a sub-header 'Step 2. Complete In Person or Virtual Option (Required)'. Below this, it says 'By completing In Person or Virtual Option, you are confirming that the Steps below have been finished. Are you sure you want to complete In Person or Virtual Option for [redacted]'. There is a 'Review In Person or Virtual Option Steps' section with a table showing 'Step 1) In Person or Virtual Option' completed on '09/04/2020 2:01pm'. Below this are fields for 'Guardian Name:' and 'Guardian Address:'. On the right side, there is a 'District Message' section with a list of steps: '1. In Person or Virtual Option' (Completed 09/04/2020 2:01pm) and '2. Complete In Person or Virtual Option'. At the bottom right, there are 'Previous Step' and 'Next Step' buttons.

Click Previous Step button on the right

This screenshot shows the 'In Person or Virtual Option' form. At the top, there is a 'Print' button. The form title is 'In Person or Virtual Option' with a sub-header 'Step 2. Complete In Person or Virtual Option (Required)'. Below this, it says 'By completing In Person or Virtual Option, you are confirming that the Steps below have been finished. Are you sure you want to complete In Person or Virtual Option for [redacted]'. There is a 'Review In Person or Virtual Option Steps' section with a table showing 'Step 1) In Person or Virtual Option' completed on '09/04/2020 2:01pm'. Below this are fields for 'Guardian Name:' and 'Guardian Address:'. At the bottom center, there is a 'Submit In Person or Virtual Option' button. On the right side, there is a 'District Message' section with a list of steps: '1. In Person or Virtual Option' (Completed 09/04/2020 2:01pm) and '2. Complete In Person or Virtual Option'. At the bottom right, there are 'Previous Step' (highlighted in yellow), 'Next Step', and 'Close and Finish Later' buttons.

Click the Edit Step 1 button at the bottom of the page

In Person or Virtual Option

(North Central High School)

Step 1. In Person or Virtual Option (Required) Completed 09/04/2020 2:01pm

Please fill out this online form to indicate if your student will attend school in person or virtually at home in the WT Virtual Academy when the Washington Township Reopening of Schools Plan for In-Person Learning is implemented. If choosing the in person option, please indicate if your student will require MSDWT bus transportation services.

[Print](#) [View Full Screen](#)

In preparation for Gradual Reopening of Schools for In-Person Learning please indicate if your student will attend school in-person or continue the virtual learning process at home in the WT Virtual Academy.

If you choose the in-person option, please indicate if your student will be using MSDWT bus transportation services.

(North Central High School)

North Central High School

Please choose In-Person or Virtual option for student

In-Person

Student will require MSDWT bus transportation No

[Edit Step 1](#)

District Message

1. In Person or Virtual Option Completed 09/04/2020 2:01pm

2. Complete In Person or Virtual Option

[Previous Step](#) [Next Step](#)

[Close and Finish Later](#)

Make required changes to the In-Person/Virtual Academy choice and/or the bus transportation choice and click the Complete Step 1 and move to Step 2 button at the bottom of the screen.

In Person or Virtual Option

(North Central High School)

Step 1. In Person or Virtual Option (Required)

Please fill out this online form to indicate if your student will attend school in person or virtually at home in the WT Virtual Academy when the Washington Township Reopening of Schools Plan for In-Person Learning is implemented. If choosing the in person option, please indicate if your student will require MSDWT bus transportation services.

[Print](#) [View Full Screen](#)

In preparation for Gradual Reopening of Schools for In-Person Learning please indicate if your student will attend school in-person or continue the virtual learning process at home in the WT Virtual Academy.

If you choose the in-person option, please indicate if your student will be using MSDWT bus transportation services.

(North Central High School)

North Central High School

Please choose In-Person or Virtual option for student

In-Person

Student will require MSDWT bus transportation No

[Complete Step 1 and move to Step 2](#)

District Message

1. In Person or Virtual Option

2. Complete In Person or Virtual Option

[Previous Step](#) [Next Step](#)

[Close and Finish Later](#)

Click the Submit In Person or Virtual Option button at the bottom of the screen.

In Person or Virtual Option Print

[Redacted] (North Central High School)

Step 2. Complete In Person or Virtual Option (Required)
By completing In Person or Virtual Option, you are confirming that the Steps below have been finished.
Are you sure you want to complete In Person or Virtual Option for [Redacted]?

Review In Person or Virtual Option Steps

Step 1)	In Person or Virtual Option	Completed 09/15/2020 9:52am
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Guardian Name: [Redacted] Guardian Address: [Redacted]

Submit In Person or Virtual Option

District Message

- 1. In Person or Virtual Option
✓ Completed 09/15/2020 9:52am
- 2. Complete In Person or Virtual Option**

[Previous Step](#) [Next Step](#)

[Close and Finish Later](#)