

# STEP 1: As a parent, log into your school's main Skyward homepage.

The screenshot shows a web browser window with the URL `sky.cusd187.org/scripts/wsisa.dll/WService=wsEApplus/fwemnu01.w`. The browser's address bar and tabs are visible at the top. The main content area displays the Skyward logo, which consists of a blue arc above the word "SKYWARD" in blue capital letters, with "CAHOKIA SCHOOL DISTRICT" in smaller blue capital letters below it. Below the logo is a login form with two input fields: "Login ID:" and "Password:". To the right of the "Password:" field is a "Sign In" button. Below the "Sign In" button is a link that says "Forgot your Login/Password?". In the bottom right corner of the login form area, the version number "05.23.02.00.05" is displayed. Below the login form is a "Login Area:" label followed by a dropdown menu currently set to "Family/Student Access". At the bottom of the page, there is a copyright notice "© 2023 Skyward, Inc. All rights reserved." on the left and "Windows 10 / Chrome 114" on the right.

sky.cusd187.org/scripts/wsisa.dll/WService=wsEApplus/fwemnu01.w

Login | Paylocity Welcome - RevTrak... Meron Negash's Li... Home - Vanco - Ze... CSP-IS Sharepoint... New Tab Home | Salesforce My Calendly - Even... Web Store Impleme... Webstore KOC Play...

**SKYWARD**  
CAHOKIA SCHOOL DISTRICT

Login ID:

Password:

Sign In

[Forgot your Login/Password?](#)

05.23.02.00.05

Login Area:

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**STEP 2:**

Once you have logged into your Skyward Family Access account. You will see that there are multiple options to choose from on the left-hand side( underneath home). You will click on **FOOD SERVICE.** (or Fees)

The screenshot displays the Skyward Family Access interface. At the top, the URL is `sky.cusd187.org/scripts/wsisa.dll/WService=wsEApplus/sfhome01.w`. The user is identified as ASHLEY TURNER, with links for My Account, Email History, and Exit. The Skyward logo and 'Family Access All Students' are visible. A navigation menu on the left includes options like Home, New Student Registration, Gradebook, Attendance, Student Info, Food Service (highlighted with a blue arrow), Schedule, Discipline, Test Scores, Activities, Conferences, Academic History, Portfolio, and Login History. The main content area shows a message from JENNA MOULTON (THIRD GRADE / 03, Period 1) titled 'LAST WEEK OF SCHOOL - MAY 2023', dated Mon May 22, 2023 6:22am. The message text reads: 'Hello families! I cannot believe we are at the end of this year. It has been a year of excitement and growth in room 11! 🌞 🌱 Our bunch this year was a truly unique and compassionate group and I loved working with each student so much! Thank you parents, for supporting your students and me for the last nine months. Our dynamic as parents and teachers together have made powerful things unfold in our classroom, and I know these experiences will impact how your child navigates our community. I am SO thankful to have worked with you all! A few reminders as we enter our last week of school: At home chromebooks are being turned in this week if you have not already done so. Tuesday - Field Day ✨ Thursday - 5th grade awards celebration at 9:45 Friday - Last day of school (12:00 dismissal) Monday, May 29th - No School (Memorial Day) Tuesday, May 30th - Summer School begins (register on the district webpage, www.cusd187.org) Again, thank you for an incredible year! I will cherish and remember this group, always! Please feel free to reach out if you have any questions or need anything! -Ms. Moulton Reply'. A second message header for JENNA MOULTON is visible at the bottom, dated Fri May 12, 2023 7:01am. An 'Upcoming Events' section is partially visible on the right.

(or Fees)

**STEP 3:**

Once you click **FOOD** service, this will take you to your students (**All Students**) account balance dashboard. Make sure you have found the correct student/students for the account.

sky.cusd187.org/scripts/wsisa.dll/WService=wsEApplus/sffoodservice001.w

ASHLEY TURNER My Account Email History Exit

**SKYWARD** Family Access All Students

**Food Service** Applications

Home  
New Student Registration  
Gradebook  
Attendance  
Student Info  
**Food Service**  
Schedule  
Discipline  
Test Scores  
Activities  
Conferences  
Academic History  
Portfolio  
Login History

**Current Account Balance**  
Family: \$0.00  
Lunch Type: FREE

**Today's Lunch Menu**  
No lunch menu details are available for the current date.

**Lunch Calendar**

**Food Service Messages/Links**  
**(HUFFMAN ELEMENTARY)**  
Please contact Mrs. Arlene Priest at 618-332-3700 ext. 4700 with any food service concerns.  
**(MAPLEWOOD ELEMENTARY)**  
Please contact Mrs. Arlene Priest at 618-332-3700 ext. 4700 with any food service concerns.

ASHLYNN (MAPLEWOOD ELEMENTARY) View Totals | Make a Payment  
There are no payment records for this student.

ASHTON (HUFFMAN ELEMENTARY) | Make a Payment  
There are no payment records for this student.

**Weekly Purchases For:** Fri Jun 16, 2023

Previous Week Next Week

Student	Total	Key Pad Number
ASHLYNN	\$0.00	24120
ASHTON	\$0.00	23691
Total	\$0.00	

Sun Jun 11, 2023  
No purchases for this date.

Mon Jun 12, 2023  
No purchases for this date.

Tue Jun 13, 2023  
No purchases for this date.

Wed Jun 14, 2023  
No purchases for this date.

Thu Jun 15, 2023  
No purchases for this date.

Fri Jun 16, 2023  
No purchases for this date.

Sat Jun 17, 2023  
No purchases for this date.

(or Fees)

**STEP 4:**

From the FOOD SERVICE balance dashboard, scroll down to click on the 'MAKE A PAYMENT' button next to the student's name. ( If more than one student on account , you can click on either MAKE A PAYMENT BUTTON.)

sky.cusd187.org/scripts/wsisa.dll/WService=wsEAplus/sffoodservice001.w

ASHLEY TURNER My Account Email History Exit

**SKYWARD** Family Access All Students

**Food Service** Applications

Home  
New Student Registration  
Gradebook  
Attendance  
Student Info  
**Food Service**  
Schedule  
Discipline  
Test Scores  
Activities  
Conferences  
Academic History  
Portfolio  
Login History

**Current Account Balance**  
Family: \$0.00  
Lunch Type: FREE

**Today's Lunch Menu** Lunch Calendar  
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**Food Service Messages/Links**  
**(HUFFMAN ELEMENTARY)**  
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No purchases for this date.

Fri Jun 16, 2023  
No purchases for this date.

Sat Jun 17, 2023  
No purchases for this date.

**STEP 5:** Once you've pressed the MAKE A PAYMENT, it will take you to the RevTrak webstore where you can select which fees you would like to pay for or accounts, you'd like to add to.

cusd187.revtrak.net/skyward-#/i/Skyward-Default-Item-2

Login | Paylocity Welcome - RevTrak... Meron Negash's Li... Home - Vanco - Ze... CSP-IS Sharepoint... New Tab Home | Salesforce My Calendly - Even... Web Store Impleme... Webstore KOC Play...

**CAHOKIA**  
UNIT SCHOOL DISTRICT #187

BROWSE SERVICES HOME MY ACCOUNT CART

Skyward

Not you? [Switch Accounts](#)

Skyward Default Item

A ALL

FOOD

REQUIRED FEES

OPTIONAL FEES

**FOOD ACCOUNTS**

ASHLEY TURNER Family Balance: \$0.00

Account

MAKE ONE-TIME PAYMENT

**REQUIRED FEES**

You successfully signed in to Skyward, however there are no accounts that have required fees.

**OPTIONAL FEES**

Privacy - Terms

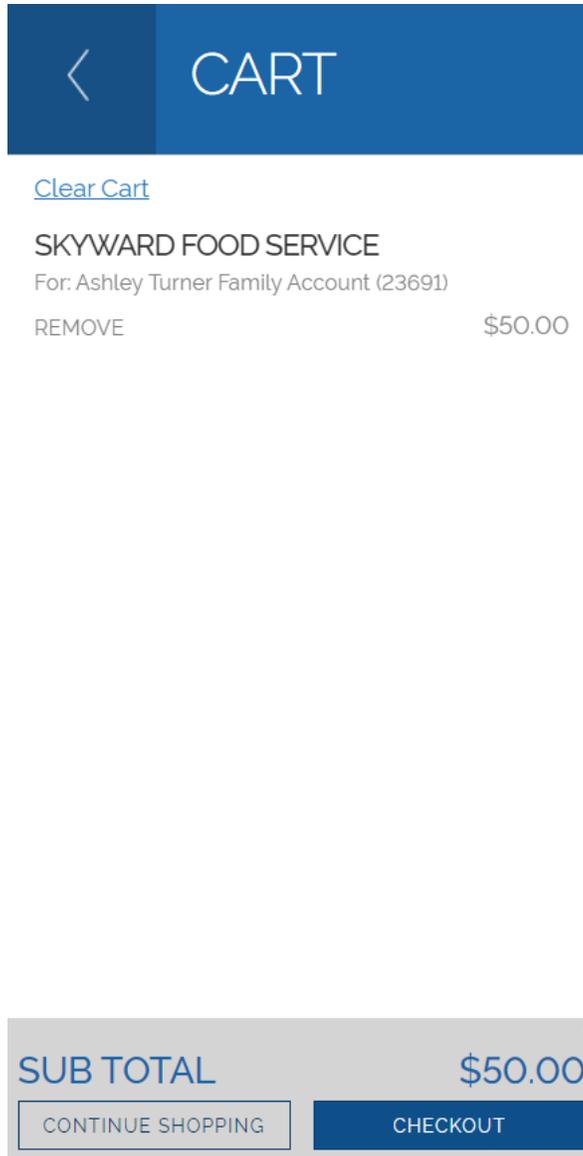
If paying for meals, under the FOOD section, parents can make a payment in the increments provided or they can click in the \$ bar to input a payment amount of their own.

**STEP 6:**

Then they will ADD TO CART.

The screenshot shows a web application interface with a top navigation bar containing 'BROWSE', 'SERVICES', 'HOME', 'MY ACCOUNT', and 'CART'. A left sidebar menu includes 'Skyward', 'A ALL', 'FOOD', 'REQUIRED FEES', and 'OPTIONAL FEES'. The main content area is titled 'FOOD ACCOUNT' and features a user profile for 'ASHLEY TURNER' with a 'MAKE ONE-TIME PAYMENT' button. A modal dialog box titled 'One-Time Payment' is centered on the screen. The modal contains the text: 'Please type in how much you would like to deposit or select \$25, \$50, or \$100.' Below this is a text input field with a dollar sign icon and the value '50.00'. To the right of the input field are three buttons: 'PAY \$25', 'PAY \$50' (which is highlighted in blue), and 'PAY \$100'. At the bottom of the modal are two buttons: 'CANCEL' and 'ADD TO CART'. A blue arrow points from the 'ADD TO CART' button in the modal to the 'ADD TO CART' button in the main content area. Another blue arrow points from the 'PAY \$50' button in the modal to the 'PAY \$50' button in the main content area. A third blue arrow points from the 'MAKE ONE-TIME PAYMENT' button in the main content area to the modal dialog box.

**STEP 7:** Parents can view the **CART** and see the total amount they've added in **CART** view and **CHECKOUT**.  
(service fee will apply at the end of checkout)



< CART

[Clear Cart](#)

SKYWARD FOOD SERVICE  
For: Ashley Turner Family Account (23691)

REMOVE \$50.00

SUB TOTAL \$50.00

CONTINUE SHOPPING CHECKOUT

**STEP 8:**

Once all items have been added to cart, and have selected to CHECKOUT, RevTrak webstore will require parents to create an account. (First time only) After that, accounts will be recognized.



BROWSE ▾

SERVICES ▾

HOME



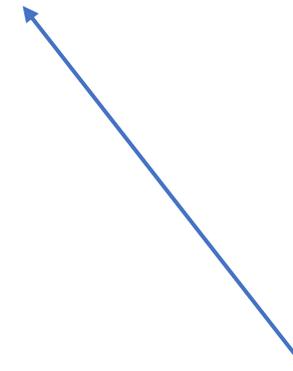
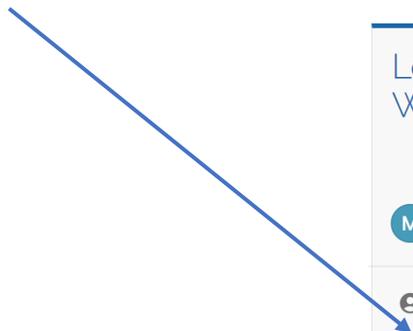
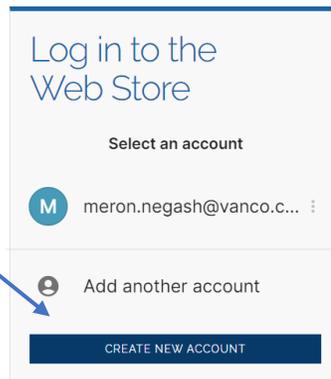
Log in to the Web Store

Select an account

 meron.negash@vanco.com ⋮

 Add another account

CREATE NEW ACCOUNT



**STEP 9:** Once parents have created a RevTrak account, you will complete the check out process by filling out billing info. This information will automatically link to the parents RevTrak account. And complete the check out process by choosing a payment method and click CONTINUE.

CHECKOUT

BILLING

VERIFY

First Name  
  
Required

Last Name  
  
Required

Address

Address (cont.)

City  State

Country  Zip Code

Phone

CHECKOUT

PAYMENT

VERIFY

SELECT OR ADD NEW PAYMENT METHOD

CONTINUE

Payment Selection	Name on Card	Expires
<input type="button" value="+"/> <a href="#">Add new Card</a>	<input type="button" value="+"/> <a href="#">Add new eCheck</a>	

CONTINUE