



Eastlake High School (EHS)

Back-to-School Information & Checklist ★ 2017-2018

This document is designed to be a helpful reference when printed, but it is best utilized when viewing online so that links to pertinent websites and documents are active, allowing you instant redirection to items you need.

Important Dates

Freshmen Link Crew Day

Monday, Aug. 28
9 am to 1:30 pm
EHS Commons
Lunch provided

EHS participates in the internationally recognized program [Link Crew](#), a high school orientation and transition program designed to welcome incoming students by connecting them with upperclassmen who have been chosen as leaders at EHS.

Get [more details here](#) including what's for lunch and what students should NOT bring!

Freshmen students only; see below for the date of our Freshmen Parent Orientation night.

Back-to-School Business Days*

Freshmen and Sophomores: **Tuesday, Aug. 29**

Juniors: **Wednesday, Aug. 30**

Seniors: **Thursday, Aug. 31**

Anytime between
8:00 am and 2:00 pm

**Students must come
on their assigned day
but can arrive anytime
during open hours.*

Students will get their photo taken (for ASB/ID cards, school portraits if desired, and the yearbook for non-seniors), pick up their ASB/ID card, purchase PE shirts, order a yearbook, pay outstanding fines, get homeroom assignments if needed, and take care of other school business.

Parents do not need to attend, but this day is very important for students!

SAVE TIME! Complete necessary forms and pay online before August 29! You can complete many of the necessary forms/applications and pay for many items online prior to the start of these Back-to-School Business sessions. *This checklist is designed to help you accomplish this.*

WHAT TO BRING: If you pay online for school items (yearbook, PE shirts, sports, etc.) and/or Lifetouch portraits, bring the printed receipts of your online transactions along with any completed online forms. If you do not take care of business online, bring two (2) checks: one for EHS ASB items and one for EHS curriculum items) or cash. Also, bring an additional check made payable to *Lifetouch* if ordering school portraits at business day. Also, bring a completed [Laptop Agreement](#) and any additional forms you have for school.

Freshmen Parent Orientation

Wednesday, Aug. 30
7:00-8:00 pm

This informative evening is designed for parents of incoming Freshmen and includes Q&A time. Students are not expected to attend.

First Day of School

Tuesday, Sept. 5

Curriculum Night (All Parents)

Wednesday, Sept. 27
7:00 pm

Parents of all EHS students will have the opportunity to meet their student's teachers in their classroom setting. Students are not expected to attend.

Getting Started

To utilize the various tools and online payment available through the Lake Washington School District (LWSD) and Eastlake PTSA websites, please ensure that you have completed the following:

- **Student Registration** – If your student attended school last year within the LWSD, registration was completed in the spring. If your student is not yet registered, go to the [LWSD registration page](#).
- **Parent Access Login** – The LWSD utilizes a web-based tool called Parent Access (also known as the Parent Portal) to help parents stay informed and engaged with their student's education. Once your students are registered with LWSD, you can create a Parent Access account – you will have one account for all LWSD students in your family. **Note:** Popup blockers must be turned off in your browser to use Parent Access.
Online Navigation Reference >> Go to www.lwspd.org; click **Students & Families** (upper left); and click **Parent Access**. On the Parent Access Support page, click **Login to Parent Access**. Consider bookmarking this page in your browser.

- **Eastlake PTSA Website Login** – You must [create an account](#) (email and password) to utilize user-centric areas of the EHS PTSA website. Membership, programs, events and merchandise are available through this site. In addition, the members-only student directory will be available online in October. **Note:** When creating an account, you will be prompted in a second page to become a member – click **Next**, as you will have the opportunity for membership using the PTSA’s Back to School packet, which is listed in the following section.

Back-to-School Checklist

Playing sports?

- Schedule a sports physical, if needed, and have physician complete and sign a [Pre-participation Physical Examination Report](#) (good for two years). A parent must also complete a [Medical History](#) form (good for one year) signed by the student.
- [Register for sports](#) prior to registration deadlines.
- Pay sports fees online through Parent Access (see below).
- Turn in all paperwork to the Athletic Secretary in the main office at Eastlake.
- On August 29, attend the Fall Sports Parent Meeting at 7pm in the EHS Theater. After the meeting, parents will break out by sports team to meet coaches and get all information for the Fall sports season.

Need a Parking Permit? or an Off-Campus Pass?

- Before parking permits are granted, you must first [apply online](#). Applications must be approved before purchasing a permit, which you can do online through Parent Access or at Eastlake.
- Parents of sophomores, juniors and seniors can [apply online](#) for a free off-campus pass. If you do not want your student to have lunch off campus, do not complete this form. Applications must be approved before a pass is issued.
- Read Eastlake’s parking policy in the [Student Handbook](#) (refer to pages 8-9).
- Review Eastlake’s [parking map](#)

And don’t forget to...

- Print and complete a [Laptop Agreement](#).
- Apply for (or renew) your LWSD volunteer status using the [online volunteer application](#) if you will be volunteering or chaperoning at the school or for any event or program, onsite or offsite.

Complete the following items using LWSD’s Parent Access portal (see *Getting Started* on the previous page for login information).

- Log in to [Parent Access](#).
 - Verify/complete Skylert, which is how to receive various communication/notifications from LWSD. ([Skylert information](#))
 - Verify/complete student contact/emergency information via Skyward Family Access. (Go to **For All Parents** and click **Online Student Information Verification**.)
 - Set up and/or add money to lunch accounts (**Breakfast and Lunch Payments** link).
Note: You will need to create an account (username and password) the first time you visit [MySchoolBucks](#).

Continue with items in the table below, which also have the option to completed and paid by check at the school:

Item	Fee	Forms to Complete	Payment Options			Notes
			Online	or check payable to:		
<input type="checkbox"/> Fees/Fines**		--	Yes	--	EHS	**You must complete the checkout process for any outstanding Fines/Fees before purchasing optional items via Parent Access
<input type="checkbox"/> ASB Activity Card	\$50	--	Yes	EHS ASB	--	Must be purchased to play sports, attend ASB functions or join ASB clubs
<input type="checkbox"/> Yearbook	\$65	--	Yes	EHS ASB	--	Order before Winter Break to guarantee a copy
<input type="checkbox"/> PE Shirts	\$7	--	Yes	--	EHS	Can purchase more than one
<input type="checkbox"/> Non-Cut Sports	\$200	See “ Playing sports? ” above	Yes	EHS ASB	--	Additional costs for uniforms and/or equipment might be incurred. See also Sports Fees details below.
<input type="checkbox"/> Cut Sports*			*To be paid after final roster is posted			
<input type="checkbox"/> Parking Permit	\$55	First apply online	Yes	--	EHS	A second-semester-only permit can be purchased in January for \$28
Running Start Parking Permit	\$28					
<input type="checkbox"/> Off-Campus Pass	Free	First apply online	n/a (free)	n/a (free)	n/a (free)	Sophomores/Juniors/Seniors only See Off-Campus Pass details below
<input type="checkbox"/> PSAT Test	\$16		Yes		EHS	Juniors only See free-PSAT details for Sophomores below
<input type="checkbox"/> Senior Transcript	\$10		Yes	--	EHS	Seniors only

Complete the following items on the EHS PTSA website (see *Getting Started* on the previous page for login information).

Go to www.ehsptsa.org and click the **Back-to-School Business** link

- | | |
|----------------------------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> Join the PTSA | <input type="checkbox"/> Sign up to volunteer |
| <input type="checkbox"/> Support our annual fundraiser | <input type="checkbox"/> Donate to Eastlake Angels |
| <input type="checkbox"/> Purchase Mock SAT or ACT tests | <input type="checkbox"/> Purchase Senior Apparel |
| <input type="checkbox"/> Purchase Recognition Wall Tiles | <input type="checkbox"/> Purchase Senior Send Off tickets |

More Details – Forms, Links and Other Helpful Information

Student Photo & ID/ASB Cards – All students must have their photo taken at Business Day to receive their student ID or ASB card. Students *must* purchase an ASB card (\$50) to play sports, attend ASB functions and/or join ASB clubs. There is no charge for ID cards; however, the replacement fee for lost cards (ID or ASB) is \$10.

School Portraits (optional) – To order Lifetouch school portraits online, go to mylifetouch.com and enter Picture Day ID **LS117033Q0**. Select your order items, check out, and **print your receipt**, which you will bring to Business day. To order at Business day, bring a check payable to *Lifetouch* and complete an order form at the photographer station.

Sports Fees – Students *must* purchase an ASB card (see above) to participate in sports and ASB functions.

- Fees for cut-sports (Girls Volleyball, Girls Soccer, Boys Golf) are determined after the final roster is posted and must be paid within 48 hours after posting.
- Fees for non-cut sports (Cross Country, Football*, Girls Swim, Boys Tennis) must be paid by 8/19/17 before the first practice (*by 8/16/17 for Football).

Yearbooks (optional) – Award-winning EHS yearbooks (\$65) are optional and can be ordered now through December/January. Yearbooks can be purchased at the end of the year but are *limited only to extras on hand*, so order now to guarantee your copy!

Laptops – Students need to bring in a signed [Laptop Agreement](#) to pick up their laptop during Business Day. (See **Other Links** below for the Laptop Handbook and more information about LWSD technology.)

Parking Permits (Drivers only) – Students who will park a vehicle on campus must complete the [Parking Permit](#) online application. Payment of \$55 (full-year parking) can be paid online or in person, and any outstanding fines must be paid to purchase a permit. Permits can also be purchased throughout the year.

- Parking Permits will be issued during Business Day *only if the online permission form has been completed in advance* – there is not enough time or space for students/parents to complete the form at school.
- Second-Semester Parking Permits are \$28 and can be purchased on or after the first day of the second semester (usually near the end of January).
- **Note:** Parking permits are not pro-rated at any time during the school year.

Off-Campus Passes – Sophomores, Juniors and Seniors are eligible for off-campus passes at the beginning of the school year. This is a parent option; parents giving their student permission to leave campus for lunch must complete the [Off Campus Pass](#) online application. If you do not want your student to have lunch off campus, do not complete this form. Complete this application before Business Day so that your student's ID/ASB card will have the off-campus notation. (This notation can also be done any time during the school year.) There is no fee for an Off-Campus Pass, but students must meet the attendance and grade requirements for Off Campus Passes and must have all fines paid. Please refer to the application for details.

PE Shirts – All Physical Education classes require an official Eastlake PE shirt (\$7). Ask your student if they are registered for a PE class. Students can wear their own shorts/sweats/pants. Shirts can be purchased throughout the year either online or at the Bookkeeper window at school.

PSAT Test – The PSAT test is provided FREE to all Sophomores; Juniors opting to take this test must register/pay. The test is an opportunity for Sophomores to get familiar with the PSAT/NMSQT, which is an optional test for Juniors that qualifies students for scholarships like the National Merit Scholarship Program. The test is Wednesday, October 11 starting at 7:30 am and is part of the normal school day. *This test is free to only Sophomores and they do not need to register.*

Other Links

Sign up to receive [Wolf Tracks](#), the PTSA weekly email newsletter
Sign up to receive [LWSD email newsletters and updates](#)
EHS [Student Handbook](#) (currently 2016-2017)

EHS school website (ehs.lwisd.org)
[Laptop Handbook](#)
[Technology and FAQs](#)