

Hello 8th Grade Students and Parents/Guardians,

8th grade class T-shirts are ready to order! We have selected a student design for the 8th grade class t-shirt that includes every 8th grade student's name on the back. Each family will have the option of purchasing a shirt for their 8th grade student online for \$20.00. Our hope is that through online purchase and donation, every 8th grade student will be able to get a class T-shirt.

All 8th grade students should have already filled out the **8th Grade End of Year Info Form** (see link below). We need this info for every 8th grader, regardless of whether they intend to purchase a shirt or not, so the names on the t-shirts are correct. The End of Year Info Form will also tell us what size to order for each student. If your student has not filled out the form, they should do so ASAP.

The deadline for ordering and correct name and size information is Sunday, May 21st. After that, your student cannot be guaranteed an 8th grade class T-shirt, or the correct size. We understand this is a tight turnaround (you only have a week to order). Please contact Ms. Miller at trimiller@lwsd.org or Widi Soetomo (ASB Bookkeeper) at wisoetomo@lwsd.org if you need assistance or have questions.

Filling out the 8th Grade End of Year Info Form does not mean you have **purchased** your shirt. You will need to go online to pay for your shirt through the school payment system or pay in person at the cashier window. Info about how to purchase your shirt online is included below.

If you are able, and so inclined, you may donate the cost of an additional shirt to an 8th grade student by selecting "2027 T-Shirt Donation". This will allow us to order a shirt for an 8th grade student who would otherwise not be able to purchase one. We will also be adding a "Class of 2027 Donation" item to the online system later this week. This will allow a flat donation of any amount that will go towards 8th Grade Fun Night tickets and T-shirts for 8th graders who need assistance. We know that many families are dealing with financial hardship, and we thank you for considering a donation if you are able.

TO DO:

Step 1: Fill out the End of Year Info Form (if you have not already). Please do this even if you do not intend to purchase a shirt. This ensures we have every 8th grade student's correct name info for the back of the shirt.) About half of the 8th grade students have already filled out this form. If your student has not, please do so now. [Follow this link to the Form HERE.](#)

Step 2: Purchase your 8th Grade Class Shirt Online – (follow the steps below)

1. Go to the online payments page: <https://payments.lwsd.org/> and sign in.

The screenshot shows the login page for the Lake Washington School District Online Payments Portal. The page has a blue header with the district's name and logo. Below the header, there is a welcome message and instructions for first-time and returning users. At the bottom, there are input fields for 'User Name' and 'Password', and a 'Sign in' button.

https://payments.lwsd.org

Lake Washington School District
Online Payments

Welcome to the Lake Washington School District Online Payments Portal
**Parent Access login information can no longer be used to sign in to make online payments.
Please follow instructions under [First Time Users](#) to create a new password.**

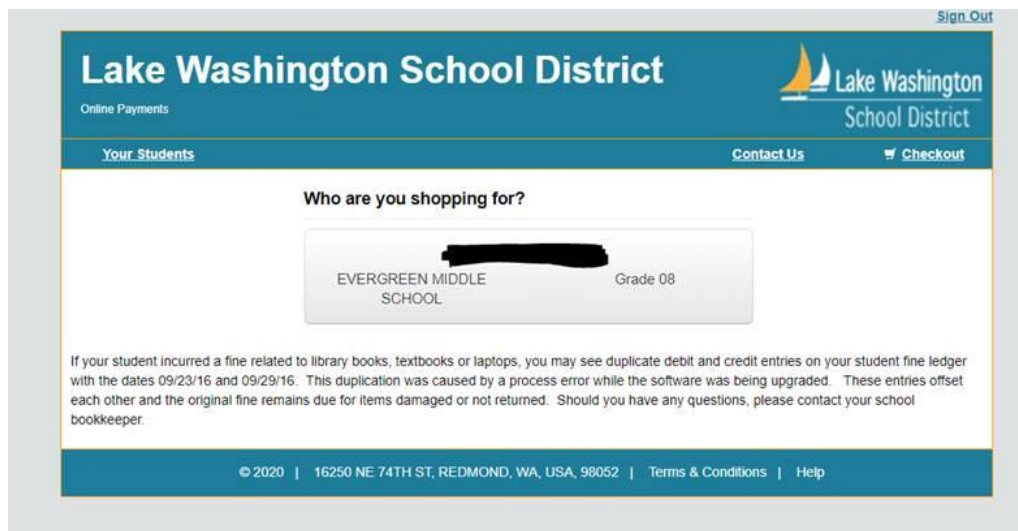
First Time Users
In order to login to the Online Payments portal, you need to create a password by clicking the button below:
Password: [Click here to set your password](#)

Families new to LWSD, it may take up to 24 hours after creating your Skyward Family Access account before being able to log in.
If you need assistance logging in, please contact ParentQuestions@lwsd.org.

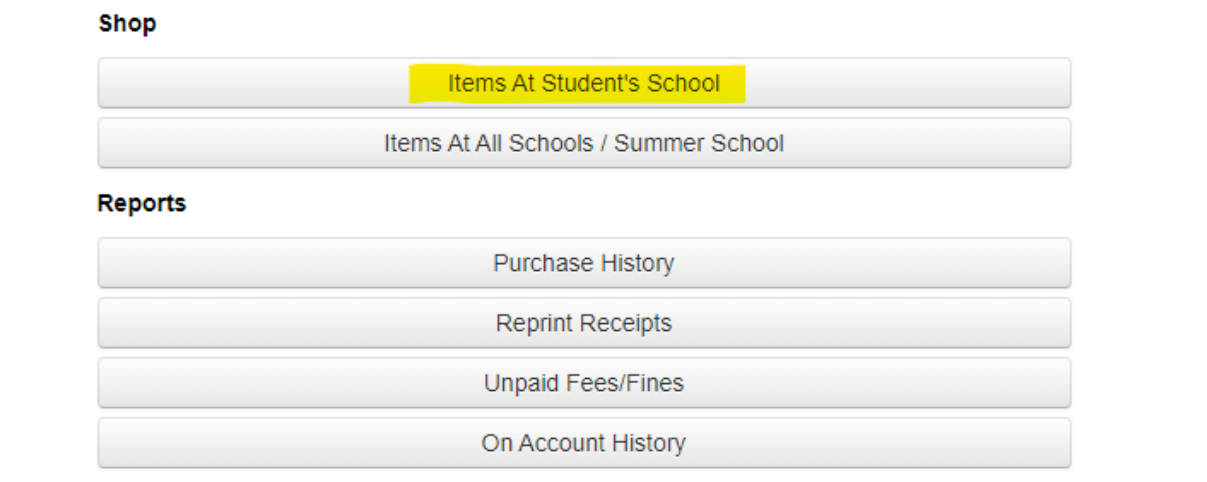
Returning Users
Username: Your Skyward Family Access username
Password: Password created during first visit
If you need to reset your password, please [CLICK HERE](#) to have a password reset email sent to your email address on file.
You **MUST** have a Skyward Family Access account in order to use the online payments portal.

User Name:
Password:

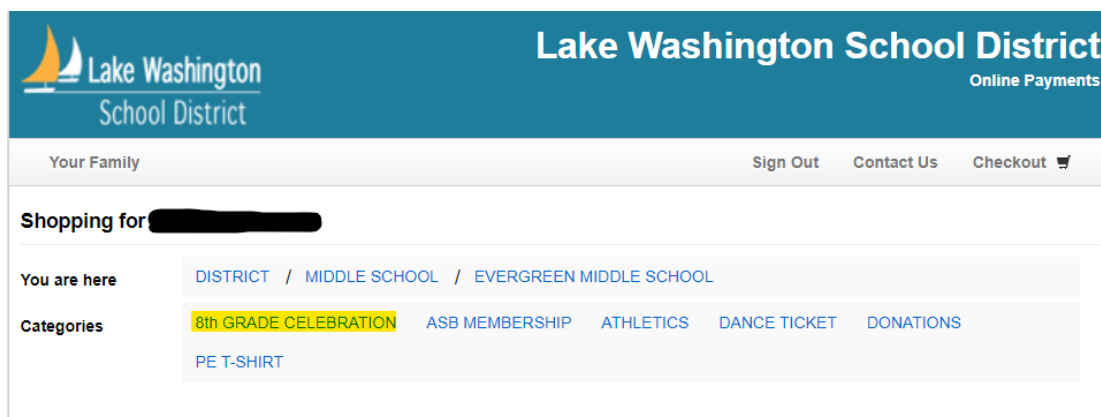
- After signing in, you will come to this page (below) and select your student's account by clicking on their name under "Who are you shopping for?"



- Click on "Items at Student's School"

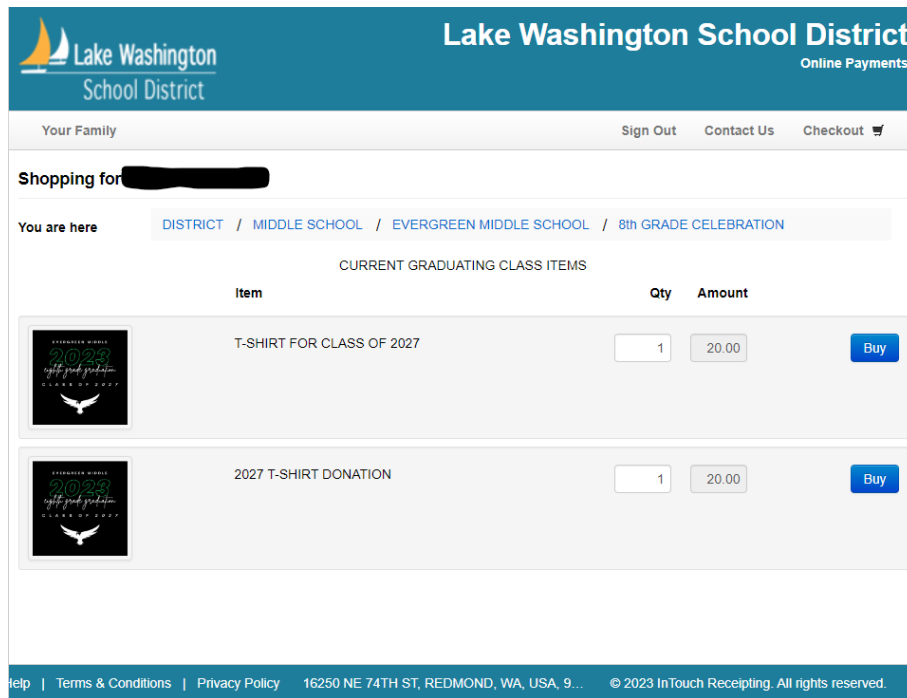


- Select "8th GRADE CELEBRATION".



- At this point you choose whether you will be purchasing one shirt for your student, and/or whether you would like to donate. Each 8th grader will only receive one shirt, so we are assuming that any additional shirts you purchase are meant as donations to 8th grade students who are unable to purchase their

own shirt. Any amount donated (or extra shirts purchased) will go towards providing shirts for 8th grade students and the 8th Grade Fun Night.



If you would prefer to order a shirt in person, the cashier window at school is open every day from 8am -1pm. Parents can come to the cashier window and pay by credit card, or you can send cash, or a \$20 check made out to EMS to the cashier window with your child.

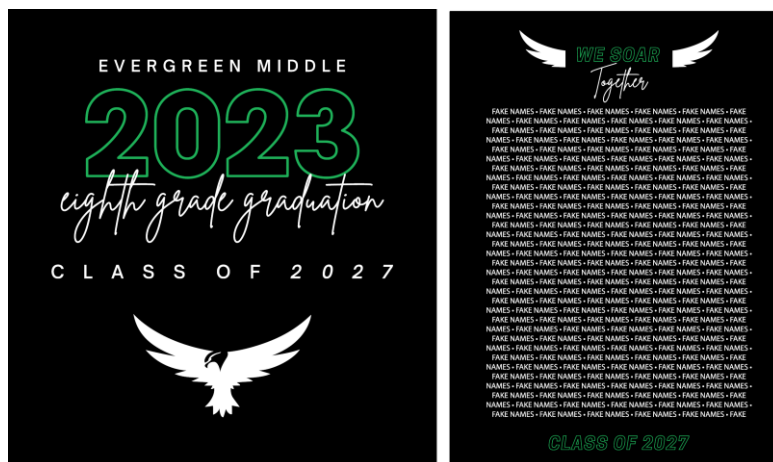
Thanks so much for filling out the End of Year Info Form and getting your orders in by Sunday, May 21st. This will ensure that the shirts arrive and can be distributed to all 8th grade students before the end of the year.

Please do not hesitate to reach out if you have any questions regarding 8th grade T-shirts.

There will be more info about 8th Grade Fun Night soon, so keep an eye out for that in your inbox.

Sincerely,

Trish Miller
Activities Coordinator/ASB Advisor/Leadership Teacher



P.S. Here is a preview (draft) of the winning front design created by Tanisha Karthikeyan and selected by the 8th grade class. The back was adapted from a design sent in by Ankita Datta 😊