How to Sign the PAC Membership Guidelines, COVID-19 Waiver and Parent Permission Form Electronically

1. Go to https://stillwaterpublicschools.maxgalaxy.net/Login.aspx and log in.
2. Select “My Account” in the upper right.
   ○ Select “Edit Account” from the dropdown
3. Review information on the Account page and update as necessary.
   ○ A larger copy of this language can be found at stillwaterschools.org/pac
5. The Parent Permission field must be completed by all members.
   ○ For members 18 and older, you should select “Not Applicable”
For members 17 and under, a parent should be logged into the account to select “I agree.” *Children 17 and under will not be allowed to use the PAC without parent permission.*

6. If there are multiple household members on an account, these steps must be completed for each individual.

7. At the bottom of the Account page, you will see a list of Family Members.

   - Highlight the member you wish to complete the Waivers for and Select “Edit Member”

8. Each household member should complete steps 4 and 5 prior to visiting the PAC.

**Frequently Asked Questions:**

**Q:** I'm not sure if I have an online account. How do I know?

**A:** If you have an account, your username will be the email address that receives email updates from the PAC.

**Q:** What if I don’t know or forgot my password?

**A:** Email pac@stillwaterschools.org with your account name and email address and a temporary password will be generated for you.

**Q:** Will I have to sign these waivers every time I purchase a membership?

**A:** No, we will keep your answers on file and will only require these permissions to be signed if our Guidelines or Facility Policies Change.

**More Questions?** Give us a call at 651-351-8036 or email us at pac@stillwaterschools.org