

DIXON PUBLIC SCHOOLS #170

"A Place to Grow"

www.dps170.org

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Dixon, Illinois 61021

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Margo Empen, Superintendent

May 26, 2023

Dear Parent/Guardians:

Dixon Public Schools is currently accepting on-line registration for returning students. Computers will be available at the District Office if you do not have computer access at home. If your child will **NOT** be returning to Dixon Public Schools in the Fall, please notify us as soon as possible.

For on-line Registration go to our website www.dps170.org. Click on Lumen and enter your portal log in information. If you need to request your parent portal log-in information, click on menu, then under parents and students complete the portal help requests.

- In the parent portal, click on Registration Forms 23-24 and complete these forms:
 - Demographic & Contact Information Form**
 - Authorization Form**
 - Parent Medication Consent Form**
 - Bus Form**
 - Covid 19 Test Consent Form**
 - DPS Student Computer Agreement (DHS & RMS only)**
- Update the information on these forms
- Make sure to click the "Save Form" button in each form before closing
- Once you have saved each form, you will need to put a check mark in the box next to the form and click on the "Submit" button
- **Optional Forms** – The following forms can be found on the website under registration documents.
 - Download and print any applicable forms and submit to your child's school.
 - Parental Concerns.
 - Physician medication authorization form
 - Pest Management
 - Asbestos Notice

- **Fees will not be posted to your child's account until July 6, 2023.**

Payment incentive – Parents who pay for their child's school fees on or before Wednesday, August 16 will receive a \$10.00 discount off school fees. Fees can be paid through the parent portal by using a credit card, or cash/check payments can be dropped off at the schools or the District Office.

Summer Hours – Beginning June 7th, the District Office & Dixon High School will start summer hours. Normal hours will resume on July 24.

Thursday, July 27, the District Office will be open from **8:30 a.m. to 5:30 p.m.** for any parents who need to drop off paperwork, register new students or need assistance in completing the on-line process.

School Offices - Reagan Middle, Madison, Jefferson and Washington school offices will re-open on Wednesday, July 26. Hours will be 7:30 a.m. to 3:30 p.m., Monday through Friday.

Dixon Public Schools, in cooperation with the community, will provide students with a comprehensive educational program that produces well-educated, self-sufficient, and involved citizens.

Free or Reduced Lunch information – Parents whose students are directly certified from the State of Illinois, will receive a letter in the mail sometime in July. If you need to complete a free or reduced lunch form, they can be found on our website at www.dps170.org under Parents & Students / Registration. Forms are also available at the District Office or your child's school. **If you have qualified for free or reduced during the current school year, you have 30 days to re-apply.** School fees will be waived or reduced when the lunch paperwork is completed.

Physical & Immunization forms for Kdg., 6th, and 9th grades will need to be turned in by Wednesday, August 16. Also, 12th graders need to have the Meningococcal vaccine turned in by the Wednesday, August 16.

Physician medication authorization forms will still need to be completed and signed by a physician if your child needs to take prescription medicine at school. This form needs to be returned **EACH YEAR** to the District Office or your child's school before the first day of school. If you have a child with medical concerns and need to speak to the school nurse, they will be available beginning Friday, Aug. 6th during regular office hours. Please contact the school nurse if your child's medical condition has changed.

Bus information – The bus company will have personnel available to answer questions during the hours of 7:00 a.m. to 2:30 p.m. during the summer months. **If your child rides a bus from a daycare provider (such as Open Sesame, Bright Beginnings, etc.), a bus form still needs to be completed.**

Special Bus Transports – Illinois Central will contact parents of these students who ride special buses.

Here are the links to:	23-24 School Calendar	https://5il.co/13abc
	23-24 Student Supply List	https://5il.co/1athq
	23-24 Student Fee List	https://5il.co/1athp
	23-24 Open Houses	https://5il.co/1atik

DHS & RMS Athletics – In order for your child to go out for sports at DHS or RMS, you must register them on-line – go to the DPS website – www.dps170.org – click on the “Athletics” link and then click on “Registration” to set up an account, or if you have an account, log in and follow the prompts. Fall sports meetings will be set up by each individual coach.

****The first day of school is Wednesday, August 16 with dismissal at 11:00 a.m.****

Download our app. It can be found in the app store under **DPS#170.**

Be sure to follow us on Facebook & Twitter – access through our website.



Facebook@dixonpublicschools



Twitter@dps_170



Instagram: dixonschools

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