



Flossmoor School District 161

21st Century Learners Today, Leaders Tomorrow

Dr. Michael Popp, Interim Superintendent
41 E. Elmwood Drive
Chicago Heights, IL 60411
708.647.7000
www.sd161.org

Administrative Offices

Ms. Frances A. LaBella,
Associate
Superintendent

Ms. Amabel Crawford,
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Ms. Robin Latman,
Director of
Special Education

**Flossmoor Hills
Elementary School**
3721 Beech Street
Flossmoor, IL 60422
708.647.7100

**Heather Hill
Elementary School**
1439 Lawrence Crescent
Flossmoor, IL 60422
708.647.7200

**Serena Hills
Elementary School**
255 Pleasant Drive
Chicago Heights, IL 60411
708.647.7300

**Western Avenue
Elementary School**
940 Western Avenue
Flossmoor, IL 60422
708.647.7400

**Mardell M. Parker
Junior High School**
2810 School Street
Flossmoor, IL 60422
708.647.5400

June 1, 2017

Dear Parent/Guardian:

It is nearly summer so it's time to talk about next school year! I would like to take this opportunity to outline the registration process for 2017-18 school year.

You will be able to verify residency Monday through Wednesday, July 10-12 and Monday through Wednesday, July 17-19, 2017 at the Normandy Villa Administration Center, 41 E. Elmwood Drive, Chicago Heights. A full schedule of dates and times can be found on the district website www.sd161.org and attached to this letter.

All families will be required to come in person to Normandy Villa to prove residency. Additionally, if you do not own or rent but rather live with a Flossmoor resident, the resident is also required to come in person to Normandy Villa to prove residency with you. Residency requirements are posted on our website and attached to this letter.

On-line registration via Family Access in Skyward has already opened and you should have received this information via an email blast. The following is needed to participate in the on-line registration process:

1. A computer with internet access (If you don't have access to a computer, this can also be done at the public library or during one of the on-line registration sessions held by the district)
2. Skyward Family Access account – contact your child's school if you do not have access
3. A valid e-mail address for the guardian completing the process
4. Each student being registered must be a returning student
5. If you wish to pay your fees on-line you will need a Discover, Visa or Mastercard (debit or credit) **Please note: fees are at a discounted rate until July 27, 2017, they will be full rate thereafter**

Free lunch applications and waiver of fee forms will be available for parents on the district website or on residency days. Applications can also be picked up at Normandy Villa.

Lastly, families will go to their student's schools on Class Assignment Pickup days to receive your student's class assignment and other pertinent information to begin the school year. Dates and times are posted on our website and attached to this letter.

Thank you for your cooperation with student registration. If you have any questions, please call Ms. Wanda Alexander at 708-647-7001 or visit our website at www.sd161.org.

Sincerely,

Frances A. LaBella
Associate Superintendent