



Lexington Public Schools

146 Maple Street ❖ Lexington, Massachusetts 02420

Elaine Celi
Transportation Coordinator

(781) 861-2580 x68063
email: eceli@sch.ci.lexington.ma.us
fax: (781) 861-2560

Please Save

April 2017

To the FAMILY of:

Dear Parent/Guardian,

Bus registration will begin on Monday April 3, 2017. While the process is easy, there are a few things you need to know. Register by May 16th for the lowest fee of \$300/student or \$750 family cap for 3 or more students. You will need your child's student ID and date of birth which are available on your Aspen Parent Portal. Please review the information, including your address. The address in the student record is what we use for bus routing. If there are errors, please contact your child's school office to have corrections made.

The link to the **2017-2018 Transportation Registration Form** will be available on our website starting April 3rd.

<http://lexingtonps.schoolwires.net/Page/659>

Completing the form:

- 📧 Enter 8 digit student ID number
 - *If you need to find your student's ID number, you can find it on the Parent Portal. Log in, go to the "Family" tab, click on the blue link of the student name, then on the "Demographics" tab, you will find the "Local Identifier" which is the 8 digit student ID number.*
- 📧 Enter your child's Date of Birth (MM/DD/YYYY)
- 📧 Hit the NEXT Button
- 📧 Fill in the requested fields, hit submit, and you're done. (If your child is in K-6 and your home is more than 2.0 miles from school, choose Distance Eligible under payment options. – Distances are provided in your child's form.)
- 📧 You will receive an email confirming receipt of your registration.

Please Note:

- 📧 **NO Payment** is due at the time of registration. Payments are due by August 1, 2017.
- 📧 **Payments** can be scheduled now for payment on or before August 1st through *eSchool Payment Center*.
- 📧 **Outstanding balances** from this year must be paid in full before a bus pass for 2017-2018 will be issued. Multiple notices and emails have been sent to families with transportation balances.
- 📧 **Financial Assistance** - Deadlines for registration apply for all students. Completing a Financial Assistance form does not register a student for the bus. Discounts will be based on the fee at the time that registration is completed.
- 📧 Please read our **Bus Regulations**. The document contains important information including specifications about large musical instruments that are not allowed on the school bus.

Optional Services: Available only with registration & payment (if applicable) for a full bus pass:

- 📧 "Ride After" – After school transportation for **elementary** students to some programs and activities in town. Students will be selected by a random lottery for this option. Consult the website for further details and the list of participating programs.
- 📧 Flexpass – A combination school bus/Lexpress pass for students in **grades 6 - 12**. Students take the school bus in the morning and have the option to take either the yellow bus or Lexpress home. Lexpress gives students a "late bus" option on school days only. Take a look at the Lexpress website for routes and schedules to see if it might meet the needs of your child – www.lexpress.us Additional fee: \$50/year.

Thank you for taking the time to review this information and visit our website for more details.

Sincerely,

Elaine Celi

Transportation Coordinator