

ONLINE REGISTRATION, FEES & LUNCH PAYMENT OVERVIEW

Online registration includes all required beginning-of-the-year forms for the 2026-27 school year. Registration opens July 15, 2026.

To begin, parents/guardians must sign in to the PowerSchool Parent Portal at <http://lphs.powerschool.com>.

Please complete all forms **prior to in-person registration**. For more information on online registration, including instructions on resetting your PowerSchool Parent Portal password, refer to <https://www.lphs.net/for-families/technology-resources>.

If you need further assistance with online registration, please call Mrs. Reese at 815-220-2732, Monday – Thursday, 7:30 a.m. – 3:15 p.m.

School Fees and Lunch Account Overview

We continue to partner with MySchoolBucks for convenient and secure online payments. You can use your credit card or checking account for registration fees and lunch account deposits.

Proof of Payment: Please print your MySchoolBucks receipt or show a copy on your cell phone for proof of payment.

Other Payment Options:

- Students may pay cash or deposit money into their lunch account at lunchtime.
- Students must present their Student ID to purchase lunch and deposit money.
- Parents may pay registration fees by cash, check, or credit card on the in-person registration day.

ONLINE REGISTRATION INSTRUCTIONS

To complete Online Registration, you will need:

- 2 separate proofs of residency (will be uploaded)
- Parent, guardian, and emergency contact information
- Credit Card information, if you wish to pay online

Steps to Register Online:

1. **Sign In:** Go to <https://lphs.powerschool.com> and sign in to your PowerSchool Parent Portal Account.
 - *Note:* If you have more than one enrolled student, their names will be displayed in the bar below the PowerSchool Logo (in the upper left portion of the screen).
2. **Access Forms:** On the left side of the screen, click on **"Forms"**.
3. **Select Enrollment:** Select the **"Enrollment"** tab.
4. **Complete All Tabs:** Complete and submit all of the Enrollment tabs in order:
 - **Proof of Residency** – Requires 2 forms of proof to be uploaded.

- **Student Information** – Contains student, parent/guardian, and emergency contact information.
 - **Student/Parent Compact** – Review and sign.
 - **Nurse Office Updates for Freshman Students** – Review and sign.
 - **Permissions** – Accept or deny student permissions.
 - **Fees** – Review a list of school fees.
 - **Online Payment** – Redirect to online payment portal if applicable.
5. **Sign Out:** Once all forms are complete, sign out of the PowerSchool Parent Portal.

MySchoolBucks – Online Payment System Instructions

Registration Fees & Lunch Account Deposits

Our school utilizes MySchoolBucks for convenient and secure online payments of registration fees and lunch account deposits.

Please follow these steps to complete your payments during online registration:

1. **Log in to the PowerSchool Parent Portal:** Access the PowerSchool Parent Portal as you normally would.
2. **Access MySchoolBucks:** At any point during registration, or when prompted for payment, click the **"MySchoolBucks"** button located in the **left-hand sidebar** of the PowerSchool Parent Portal. This will open MySchoolBucks in a new window or tab.
3. **Log In or Create Account on MySchoolBucks:**
 - **Existing Users:** If you already have a MySchoolBucks account, simply log in using your existing username and password.
 - **New Users:** If you are new to MySchoolBucks, please follow the on-screen prompts to create a free account. You may be asked to link your PowerSchool account the first time.
4. **View Balances and Add to Cart:** You should now see your child's balances. Add any or all invoices associated with your child(ren)'s account and click **"Add to Basket"** or **"Add All Invoices To Basket."**
5. **Proceed to Checkout:** Click **"View Cart / Checkout."**
6. **Confirm Payment:** Click **"Place Order"** to confirm your payment.

For additional instructions, please visit <https://www.lphs.net>.

MySchoolBucks Support:

You may also contact MySchoolBucks directly with questions about creating or using your account, including locating fees.

- **Parent Phone Support:** 855.832.5226
- **Parent Email Support:** parentsupport@myschoolbucks.com