

Cherry Hill Elementary Schools

Meal Payment System

Dear Parent or Guardian:

Welcome to the Cherry Hill School District Cool Cafe, and the *Computerized Debit Point-of-Sale ("POS") System*! Each Cool School Cafe Menu offers a wide variety of menu items. A \$2.30 lunch consists of one entree, two servings of fruits and/or vegetables and milk. The milk choices consist of 1% and fat-free white milk and fat-free chocolate. Snack items (baked chips, pretzels, crackers, fruit juices and ice cream) and menu items can be purchased ala carte, and are not a part of the \$2.30 lunch. A second entrée may be purchased a la carte for \$1.90.

The POS debit system allows you to prepay for your child's breakfast, lunch and/or ala carte purchases by cash or check, for a week, a month or even a year. Your money will be deposited into your child's debit account and all purchases will be deducted from this account when your child uses his/her personalized PIN number. If you have any questions regarding your child's account please do not hesitate to contact our office at 856-424-2316.

The debit system decreases the need for students to make daily cash payments, thus increasing the speed and flow of the lunch lines. However, since we cannot accept post-dated checks, please do not hesitate to pay via cash or money order, if you anticipate any difficulties with rendering payment in the form of a check.

Cherry Hill School District's Food Service Department is excited to also provide parents a convenient, easy and secure online prepayment service to deposit money into their child's school meal account at any time. This service also provides parents the ability to view their child's account balance through a web site called **myschoolbucks.com**. Parents will also have the ability to print out a copy of their child's eating history report. This history will show you all dates and times that your child has purchased a breakfast and or a lunch within the past thirty day. **All you need is your child's name, student ID number and school zip code.**

- If you have more than one child in the District you can handle all online prepayments from the same online account. Payments may be made through an existing Pay Pal account or with a major credit or debit card. You may also pay by E-Check which will take 7-10 business days to process. In order to use the online prepayment service, a small convenience fee for each transaction will be assessed to cover the bank fees. The convenience fee is \$1.95 per deposit transaction. Parents placing money into multiple meal accounts will only be assessed the \$1.95 fee once per deposit transaction. Cherry Hill School District will not profit from the use of this site.

Please note that if your child receives free or reduced-price lunches, this system provides complete confidentiality, once again, using their PIN number. Whether your child eats once a week or every day, your child may use the computerized POS system. This is how the POS System works for **all students** (Full Paid, Reduced and Free):

- Each student is issued a PIN number (which should not be "shared" with friends). **The PIN number is the last 4 digits of your students ID number.** During the first 2 weeks of school your child's teacher will distribute a card with their PIN number to all students daily before lunch. In addition, a cafeteria aide will have copies of PIN numbers in the café if any student does not remember their number.
- During lunch service, the student will approach the cashier with their purchases and enter their PIN into a key pad. The student's account will appear on the cashier's computer screen. The cost of the student purchases will automatically be deducted from the child's account balance, without the need for the daily exchange of cash.
- When an account reaches a low balance, the student will be notified, so that a deposit can be made within the next several days, thus avoiding a zero balance. If a student's account reaches less than zero, a negative balance letter will be sent home.
- The POS system will allow students to charge a meal if lunch money is forgotten. A negative balance letter will then be sent home for parents to balance their child's account.
- Any debit balances in the account at the end of the year will be transferred to the student's account for the following year, even if they change schools. **The balances will not be refunded.** Please plan accordingly.
- At any time parents may request a list of their child's purchases for review.
- **Please note:** that a la carte limits have been placed on all elementary students for \$1.75 per day. If you wish your child's limit to be changed or removed you must notify food service. If you have made any changes in the past to your students account, the changes you have made in the past will automatically roll over to the next school year.
- **Please note:** An a la carte limit is how much money you are allowing your child to spend in addition to the meal price. For example; if an a la carte limit is set at \$1.00, your child will be able to purchase a breakfast meal for \$1.30 plus a lunch meal for \$2.30 plus a la carte food for up to \$1.00 - bringing their total money spent per day to \$4.60.

Our cashiers will still be processing cash customers. Even if your child buys lunch only once or twice a week, he or she can still participate in the debit system.

During the first couple of weeks of the new school year, lines may be longer as students get used to the new system. But once the system is fully implemented lines will move quicker than they had before the system was in place.

Deposits can be made as soon as possible and at any time. Checks are to be made payable to "CHERRY HILL FOOD SERVICE". *Please make certain that each new deposit is clearly identified as to your child's name, his/her school and room number.*

If you have any questions concerning your cafeteria service or the POS system, please call our food service office at 856-424-2316. Thank you for your continued support and cooperation.

Sincerely,

Eric Colebaugh \ General Manager

Anne King \ Assistant Food Service Director

PLEASE DETACH AND RETURN WITH YOUR FIRST PAYMENT. PLEASE CHOOSE ONLY ONE OPTION.

STUDENT LUNCH TRANSMITTAL FORM

STUDENT NAME _____

SCHOOL _____

GRADE / ROOM NUMBER _____

PARENT/GUARDIAN NAME _____ **PHONE NUMBER**

CASH AMOUNT _____ **CHECK AMOUNT** _____ **CHECK NUMBER** _____

_____ Please limit my child's account to "**Meals Only**"

_____ Please limit my child's a la carte limit to _\$_____ per day. *A la carte foods are any purchases made that are not part of the student meal. Please remember unless you specify differently a limit of \$1.75 will automatically be added to your child's account.*

_____ Please **remove** my child's a la carte limit.