



Dear Parents/Guardians:

The School Nutrition Program is pleased to announce that we will continue using the *myschoolbucks.com* internet meal payment service for the 2013-2014 school year. Your child's school will continue to accept prepayments for school meals through the *myschoolbucks.com* online payment service. *Myschoolbucks.com* offers a secure transaction gateway that accepts VISA® or MasterCard® as a means of adding money to your child's meal account.

Here are a few of the reasons to register now and begin using *myschoolbucks.com*:

- * **Safety.** Virtually eliminates worries about your child carrying money to school.
- * **Convenience.** Make payments when it's convenient for you, from the comfort of your own home, 24 hours a day and 7 days a week.
- * **Control.** View your child's food purchases at the school cafeteria. Also you can setup an automatic email reminder to alert you when a payment is needed to your child's account.
- * **Efficiency.** Make payments for all your children in one step, even though they may attend different schools in our district.

To get started, all you need is a computer, Internet access, and an email account.

There is no fee to use the *myschoolbucks* service to setup an account and view your child's meal purchases, balances, and to setup automated email notices when your child's meal account falls below a dollar amount you specify.

There is a fee if you are using *myschoolbucks* service to make an online payment. You will be charged a \$2.50 processing fee per transaction. If you deposit \$50 into your child's meal account, you will be charged \$52.50. If using the service to pay for meals, the service automatically deposits the money into the student's meal account at school.

The transaction fees cover the *myschoolbucks* vendor costs to operate the online service, it does not profit the school division.

As with any prepayments, you can request a refund of the balance in your child's account at any time. Money left over at the end of the school year will be carried over to the next school year or refunded to you upon your request to the School Nutrition Services Department.

To Register Online:

Visit the district website at staunton.k12.va.us, click on the *myschoolbucks.com* graphical icon. Follow the instructions on the screen and provide the required information in order to register. You can register each child using their date of birth and/or student identification number; and be sure to enter your child's name exactly as you did when you registered them at school. You will receive notification by email of successful registration. For this reason, a valid email address is required when you sign up for the service. You may also register by going directly to *myschoolbucks.com*.

We are excited to be able to continue to offer this convenient service to our Staunton City Schools' families!

Sincerely,
Amanda Warren
School Nutrition Program Supervisor