

Middleton School Nutrition Department
Point of Sale System

To: Parents/Guardians
From: School Food Service Department
Date: August 2010
Re: New computerized payment system for the Cafeteria

Middleton Schools has recently adopted a new computerized Point of Sale payment system for all school meals purchased in the district's cafeterias. The first day of service for this new system will be Friday, September 3, 2010. I would like to take the time to introduce this system to all parents and to describe the upcoming services that will be provided.

The POS system allows you to prepay your student's lunch or a la carte purchases. The goal is to not have any money being passed in the lunch line. You can prepay in any amount you choose. The dollar amount will be deposited into your child's debit account and all purchases will be deducted from his/her account when purchases are made. This system will decrease the need for parents to provide cash daily. The first few days the lunch lines may be slower, but as the students familiarize themselves with the system the lines should move much quicker than before.

Every student at Howe Manning and Fuller Meadow School has been entered into the computerized system. We strongly suggest parents/guardians deposit money into the student's account via check. However, the system is quite flexible and students can still pay in cash.

Every student will have their own personal meal account based on their student ID number/ID card. These ID cards will be kept in school. You may get this number by contacting your child's school or the food service department. Students can access their accounts on the PIN pads located at the register. We are assuming that all students will learn their student ID number, but if they forget, we can access it through the register. It is strongly recommended that all students remember their numbers, as this will make the meal lines move faster.

We encourage parents to deposit money into the student's account at the beginning of each month. Monies paid into a student account can only be used for the purchase of regular meals. This way, parents are assured that their money is being used to purchase only lunch. When sending in money by check or cash, please include the student's ID number on the check or envelope so it is deposited into the correct account.

Snacks are available for students in grades 2 – 6 from October through May. If you allow your child to use their account to purchase snacks, please notify the cafeteria in writing.

If your student has qualified for free or reduced price lunches, this information is securely contained within the system and the meal will be processed just as it is for all other students. There is no need to be concerned for a potentially uncomfortable situation for the student.

If you are concerned about a food allergy that your student has, please notify the cafeteria with this information. A warning will appear on the cashier's screen for a quick review of the items on the student's meal tray.

Thank you in advance for your patience as we implement this system.

FEATURES OF THE COMPUTERIZED SYSTEM

Benefits for Parents and Students

- When the account is prepaid you can be sure that your student is only using that money for nutritious lunches.
- Prepaid accounts for all students allow parents to deposit money in their student's account, in any amount, at any time, without concerns about giving their student the exact change every morning.
- For those students receiving free or reduced meals, their meals will be rung up as all the other meals are. No one will know whether they are receiving a free or reduced meal or debiting their account, except for the cashier.
- Lunch lines move faster when meals are prepaid, thus providing students extra time to enjoy their lunch period.
- Parents can pay any amount at any time. All student ID numbers are confidential.
- Prepayment allows for better security rather than cash.
- Once the transaction has been completed, your student will know his/her account balance.

**PREPAYMENT OPTIONS

- Prepayment can be done by sending payment to school or by online payment. If sending payment to school we recommend that parents send in checks rather than cash. Please include student's full name and grade on the check in the memo section or envelope so it will be deposited in the correct account. All students will have separate accounts. All monies will be collected in the classroom and sent to the cafeteria to be entered in the student's account.
- Online payment will be available at MyNutrikids.com. Please visit middletonps.org for upcoming information about this program.
- Lunch costs 2.00, milk costs \$.60. Reduced lunches cost \$.40 each.
- Checks are to be made payable to Town of Middleton.

If you should have any questions, please do not hesitate to call Director of School Nutrition, Tynne Sweeney (978) 750 4756

FAQS

1. Can I pay for my child's meal in advance?

Yes, it is encouraged. Online prepayment will be the most efficient way but payment may be sent to school with your student which should be sent to the cafeteria before lunch time.

2. Can I prevent my child from purchasing a la carte items or multiple meals?

Yes, please contact the director of school nutrition, Tynne Sweeney directly to set limits on your child's account. Call 978-750 4756 or email, middletonschoolunch@yahoo.com

3. Can my child just purchase milk?

Yes. The cost of milk is \$.60. Money should be put into the students account even for milk purchases.

4. How much do school meals cost?

The cost of a school lunch is \$2.00. Milk sold separately costs \$.60.

5. What if my child is absent? What happens to the money in his/her account?

All money in a students account stays in their account until he/she uses it.

6. What is in place to prevent someone else from using my child's account?

The PIN numbers are linked to the student's pictures within the Nutrikids system. When a student's name or PIN is entered into the computer, the student's picture will appear preventing another student from using someone else's account.