

Joy Myke
School Business Administrator

May 11, 2015

Dear Parents/Guardians,

Putnam/Northern Westchester BOCES' Food Service Department is excited to provide you with a convenient and secure online payment service called MySchoolBucks. This website allows you to deposit money directly into your child's school meal account and view balance/purchase information for the past ninety days. This new service will be available starting May 11, 2015.

To access this service:

- 1) Go to the BOCES web site at <http://www.pnwboces.org>
- 2) Click the Students & Parents link.
- 3) Click the Parent Programs & Resources link.
- 4) Click the Food Service Department link.
- 5) Click the MySchoolBucks link.

From this website you can create your account and add money to your child's school meal account. All you need is your child's name, school and birth date. The instructions listed on the back of this page will guide you through the process.

Things to know:

- If you have more than one child enrolled at BOCES you can handle all online prepayments from the same online account.
- Payments may be made with a Visa, MasterCard, and Discover credit or debit card. You may also make a payment using an e-check
- 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.
- Putnam/Northern Westchester BOCES will not profit from the use of this site.
- You may fund up to \$120 per child, but a family may pay for all of their children on a single transaction.

We are very excited to offer this new service and are confident that MySchoolBucks will benefit you, your child and our BOCES. If you choose not to take advantage of the online payment service you may continue to make advance payments via check, which should be made payable to Putnam/Northern Westchester BOCES or PNW BOCES. Please remember to write your child's full name on the check.

If you have any questions about this new service, please feel free to contact the Food Service Department at (914) 248-2325 or contact MySchoolBucks directly at (855) 832-5226.

Thank You,



Service and Innovation Through Partnership