

Cafeteria Information

Children need healthy meals to learn. Prince George County Public Schools offer nutritious meals every school day. The cafeteria at your school is operated by the Prince George County Food & Nutrition Department. Our schools offer a variety of menu selections which is designed to ensure we meet the nutritional needs of our students as established by new USDA guidelines. Our department continuously works on teaching the importance of healthy eating habits as part of a healthy lifestyle.

All schools in Prince George County participate in the National School Breakfast/Lunch Program. Your child(ren) may be eligible for free meals or meals at a reduced price if your household income is within the limits on the Federal Income Eligibility Guidelines.

Menus are located on our school web site <http://pgs.k12.va.us/>. Breakfast and lunch will be served each day. Breakfast will *not be served* if school opens **two hours late**, however, it will be **served** if school opens **less than two hours late**. The meal prices are as follows:

	<i>Breakfast</i>	<i>Lunch</i>
Full price	\$1.35	\$2.55
Reduced	.30	.40

Please complete an application for free and reduced meals each year. If you do not receive one at the beginning of the year, please contact the school office or our School Board Food & Nutrition Department at 733-2710. Our applications are available on our school web site and one will be sent home with your child/ren at the beginning of the year. You may reapply for free and reduced price meals any time during the school year. If you are not eligible now but have a change, such as a decrease in household income, an increase in household size, become unemployed or get SNAP or TANF for your child(ren), fill out an application at that time.

Parents are encouraged to check their child/ren accounts to make sure that they have adequate funds for meals. Breakfast charges are allowed one time for K-7. All parents have access to myschoolbucks.com whether you utilize this service or not. Please contact our office if you need assistance. No charges are allowed at the secondary level (8-12). All parents will be notified by the School Phone Messenger when a student has a low balance at school. This is done on Monday, Wednesday, and Friday evenings. If a student wants to purchase “snack” items, and has a negative balance the money will be applied to what is owed and no “snack” item will be given until the balance is satisfied. There will be no charges allowed during the last two weeks of school.

Prince George County School Food & Nutrition Department has enrolled in an internet-based service called mySchoolBucks. This service is a website where you can pay for your child(ren’s) meals using your Visa, MasterCard, Discover, or American Express credit card for a small fee. MySchoolBucks enables parents to keep track of their child(ren’s) account balance. Participation is voluntary. You do not have to place money on your child(ren’s) account in order to check balances. You will need to know your child(ren’s) student ID number, this is obtained through the school office or contact the Food & Nutrition Department. Encourage your student to avoid sharing his/her ID number with others. All students will be required to enter their ID number regardless of meal status or payment method, thus insuring your child’s(ren) privacy. To get started, parents have to first enroll at mySchoolBucks.com. Please contact our Food & Nutrition Department at 804-733-2710 if you have any questions.

Enrollment is easy!

- 1. Go to www.mySchoolBucks.com and register for a free account. A confirmation email will be sent to the email address you provide; click on the link included in the email to activate your account.**
- 2. Activate your account and begin adding your students. You will need their school name and student ID.**
- 3. Add funds to your students’ accounts with your Visa, MasterCard, or Discover Card.**

Please note that as you make payments, your school’s cafeteria will download them to your student’s cafeteria account at set times throughout the day. As of this writing, our district downloads payments at approximately:

5:15 AM, 10:00 AM and 2:45 PM, Monday-Thursday
5:15 AM and 10:00 AM Friday
2:45PM Sunday

Once the school downloads your payment, the funds are available for your student to use. There is typically, however, a lag between the time that the payment is applied to your student's account and the information is uploaded to and reflected in the Current Balance link online. Money deposited into lunch accounts can take up to 12 hours to post.

If you have any questions, you can email support@myschoolbucks.com or call 1-855-832-5226.

CAFETERIA RETURNED CHECK INFORMATION

Envision Payment Solutions™ was selected by Prince George County Schools/Nutrition as its check service provider. Please be aware that if your check is returned, it may be re-presented electronically. Also, in presenting a check for payment, you authorize service charges and processing fees to be debited from the same account should the check be dishonored. These fees, as permitted by state law, may be debited as a paper draft or an electronic funds transfer, at our option. Each dishonored item is subject to the applicable state returned check fees.

Specifically, per *Virginia Code Annotated § 8.01-27.1*, the service fee for returned checks is as follows: *\$50, plus legal interest from the date of the check and the bad check return fee charged to the holder by its bank.* (Note that the fee structure will change according to any amendments made to VA law during a school year.)

If you wish to inquire about a returned check written to Prince George County Schools/Nutrition, please contact Envision Payment Solutions™ directly at Phone # 877-290-5460 or 770-709-3013. Fax # 770-709-3007 or P.O. Box 157, Suwanee, GA 30024-0157.

Please check your schools web site or our district web site @ <http://pgs.k12.va.us> for further information.

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