



St. Michael-Albertville School District Food and Nutrition Services

Excellence is Our Tradition

Dear Parent or Guardian,

The St. Michael-Albertville 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 meal account and view balance and purchase information for the past ninety days. By having money in each child's account prior to entering the cafeteria, we find that the lunch lines move along much faster, which gives your child more time to eat and be with friends. Also, you have the option to have an e-mail reminder when your child's meal account balance is getting low.

Things to Know

- 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 with a Visa, MasterCard and Discover credit or debit card. You may also make a payment using an eCheck.
- There is no fee to you for this service.
- My School Bucks has a mobile app.

How Do I Get Started?

Getting started is a simple process.

1. Go to the district website at www.stma.k12.mn.us



- Click on the District
- Click on Food & Nutrition
- Click on the myschoolbuck.com logo on the middle of the page

2. Click on "Sign Up Today" to create your free account

3. Add students to your household – you'll need the child's name, and their student ID*

**You can also access your child's student ID number in School View. If you are a new student or new to the district, you will receive SchoolView login information after you have completed the registration process.*

4. Now you are ready to make payments! We recommend that you keep a copy of your transaction for records and make sure to save the Confirmation Number.

How Can I Request Notification Via Email When My Child's Balance is Low?

- Click the Welcome, [Name] link drop-down at the top of the screen and select My User Profile or click Update Account Settings from the Home page.
- Click Edit next to the name of the student you would like to receive emails for.
- Then, check the box to request low balance notifications and fill in the amount. When your child's balance goes below that amount, an email message will be automatically sent to the email address in your user profile.

We are very excited to offer this service and are confident that mySchoolBucks will benefit you, your child and our District. If you choose not to take advantage of the online payment service, you may continue to make advance payments via cash or check, which should be made payable to District 885. Please remember to write your child's full name student ID number on the check.

If you have any questions, please contact:

- Kimberly at 763-497-3180 ext. 94370 or kimberlyr@stma.k12.mn.us
- Dolores Helgeson 763-497-6537 or doloresh@stma.k12.mn.us

Thank you,

Dolores Helgeson

Dolores Helgeson
Food Service Director