

**Braintree Public Schools
School Nutrition Department
128 Town St.
Braintree, MA 02184
2011-2012 Prepayment Information**

Dear Parents:

St. Francis of Assisi through Braintree Public School District's School Nutrition Department is excited to provide parents a convenient, easy and secure online prepayment service to deposit money into your child's school meal account at any time. This service also provides parents the ability to view your child's account balance through a web site called MyNutrikids.com. By having money in each child's account prior to entering the cafeteria, we find the lunch lines move along much faster so your child has more time to eat and be with friends.

Also, parents will have the ability to print out a copy of their child's eating history report. This history report will show you all dates and times that your child has purchased food within the past thirty days.

To access these services:

1. Simply go to www.MyNutrikids.com. From this site you will create your account and add money to your child's school meal account. All you need is your child's name, student ID number and school ZIP code. **Your child's student ID number is the same as last year. If your child is new or you need a reminder of the ID number, your child will receive an index card with his/her ID number on it during the first week of school.** The instructions listed on the back of this page will guide you through the easy online account set up process.

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 through an existing PayPal account or with a major credit or debit card.
- 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 \$1.75 per deposit transaction. Parents placing money into multiple meal accounts will only be assessed the \$1.75 fee once per deposit transaction. Braintree School District will not profit from the use of this site.

We are very excited to offer these new services, and are confident this new system will benefit you, your child and our District. However, if you choose not to take advantage of the online prepayment service you may continue to make advance payments via cash or check, which should be made payable to **Braintree School Food Services**. Please write your **child's full name** on the check. **Payments made by check or cash can be sent to your child's school lunchroom at any time.**

If you wish to make a prepayment for lunches only for the entire school year (not including ala carte purchases) the annual payment is \$437.50. Please note that all prepayments are subject to ala carte purchases, which would require payments in addition to the above amounts. **If you do not wish your child to purchase ala carte items (such as an extra slice of pizza) with the pre-paid account, please write "complete meals only" on the memo line of your check, on a note accompanying the payment or contact me at the phone number or e-mail listed below.**

Both positive and negative balances will carry over to the next school year. If your child graduates or transfers to another school district any negative balances must be paid. **If you wish to have a positive balance refunded** you must send a letter with your name, your child's name, reason for requesting a refund and an address where the refund can be sent to the School

Nutrition Office at the address listed below. **Positive account balances can also be transferred to siblings upon request.**

If you have any questions about these new services or wish to learn your child's ID number, please feel free to contact my office at 781-380-0144 or maardema@braintreema.gov.

Best Regards,

Megan Ahrenholz, RD
School Nutrition Director
128 Town St.
Braintree, MA 02184
781-380-0144

Registering for MyNutrikids.com

- You will first need your child's student ID number; your student may already know his number or you may get this number by contacting my office.
- Go to www.MyNutrikids.com.
- Click **Sign Up** and enter the required information.
- Click **Finish** to complete the initial registration process.

Add Students to Your Family Account

- When you log in you will be taken to the homepage.
- Click **MyKids** from the main menu OR from the blue navigation bar above.
- This is a listing of the students in your account. It will be empty on your first visit to the site.
- Click **Add Child** and enter the required information.
- Click **Add** (next to your child's name) to continue.
- Click **Add Child** to repeat the process for additional children.
- NOTE: Your child's transaction history report will not display information during the initial account set up process.

How to Make a Deposit

- Click **Deposit Money** located next to **Add Student**.
- Enter an amount in the **Deposit** column next to your child's name.
 - o If you have more than one child, enter the amount you wish to deposit into the column next to each child's name. DO NOT deposit money for your entire family into ONE child's account.
- Click **Calculate**.
- Click **Make Deposit**.
- You will be directed to the PayPal web site to enter your payment information.
 - o You have the option to use your existing PayPal account or a major credit card to make your payment.
 - o If you are using your PayPal account, enter your email address and PayPal password to continue.
 - o If you are using a credit card, enter the required information. For your protection, MyNutrikids.com will not store your financial information.
- Click **Pay Now** when finished.
- Click **Pay** once again to finish the process.