



Shawsheen Valley Technical High School

100 Cook Street, Billerica, Massachusetts 01821-5499

Internet Address: www.shawsheentech.org

BRADFORD L. JACKSON, Ed.D.
Superintendent-Director

Tel.: (978) 667-2111
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August, 2020

Dear Shawsheen Tech Parent/Guardian:

Due to the Covid-19 pandemic, Shawsheen Valley Regional Vocational Technical School District cafeteria will be a cashless system. The School District's cafeteria is very pleased to provide parents an on-line system to add funds to student's meal accounts. There are three ways to add funds to your child(ren)'s accounts – check, credit card (Visa, MasterCard or Discover), or debit card.

- Credit cards and/or debit cards are only available over the Internet. You can access the on-line payment website by going to www.myschoolbucks.com. Parents who use the on-line system must first create an account. Student ID numbers will be e-mailed to parents. You will need the ID number as part of the on-line registration. Complete the registration page and add your child's name and ID number. Once you have registered and created a password, you will no longer need to enter the student ID number again. No personal information about your child(ren) is available on-line. The District does not keep your credit card information on file. You will need to re-enter your credit card number each time you add funds to the on-line system. Please note that we are unable to take credit card payments in our office.

Payments made online will typically be credited within 24 hours; however, Internet connection issues may create a delay. There is a convenience fee of \$2.50 per transaction (A transaction could be for one child or several children.) This fee is not paid to the Shawsheen Valley Technical High School District. There are no fees to view account activity and balances. You can check your child's account balance at any time.

- We will continue to accept checks. If submitting a check, please mail checks to the following address with your child(ren)'s name and pin number written in the memo line:

Shawsheen Valley Technical High School
100 Cook Street
Billerica, MA 01821
Attn: Mr. Robert Roach, School Nutrition Director

PREPAYMENT AND FASTER FOOD SERVICE

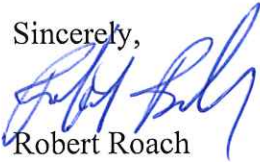
Prepayment eliminates time-consuming cash-and-change transactions. The procedure is simple. Each student enters his or her PIN number located on each student's schedule using a PIN pad at the cafeteria register. The price of the breakfast, lunch or snack is quickly deducted from the student's account balance, and the student moves quickly out of line. To sign up for My School Bucks or access Free and Reduce breakfast/lunch forms, please go to www.myschoolbucks.com

To ensure confidentiality, students who qualify for free/reduced breakfast and lunch also enter their PIN number at the register and, like all other students, proceed without delay through the food line. (They do not have to sign up for the online pay system.)

If you have any questions or need assistance, please contact Mr. Robert Roach, School Nutrition Director at 978-671-3669 or rroach@shawtech.org

The Shawsheen administration, faculty, and staff look forward to developing sound minds within nutritionally sound bodies this year. Your cooperation with completing and returning the attachments is very much appreciated.

Sincerely,



Robert Roach
School Nutrition Director