

August 4, 2009

Dear Parents,

The Florence City School District has implemented some exciting new technology designed to give you more direct access to your child's cafeteria account. This new program will allow you to use the internet to log on and check the meals and extra foods that your child has been purchasing, what the current balance is, and place limits on the A La Carte (extra food, drinks, ice cream, etc.) items. You will also be able to deposit money into your child's account if you are a Pay Pal customer.

To become a Pay Pal customer so you can deposit money into your child's account, you need to log onto www.PayPal.com and follow the instructions on that site. Please refer any questions on setting up that account to Pay Pal directly. **When a credit card (Visa, MasterCard, etc.) is used in Pay Pal, the deposit will be posted to the child's account immediately. When a checking account is used in Pay Pal, the deposit will take three (3) days for it to be posted in the child's account.** If you only want to look at your child's account information and not make internet deposits, you will not need a Pay Pal account.

Please follow these instructions to get an account with FCS Lunchbox so you will be able to check your child's cafeteria account activity (requires internet Explorer 6.0 or higher):

1. Go to <http://www.fcs.k12.al.us> and select Child Nutrition, and then select the link that says Online School Food Service.
2. Select the sign-up button and type in the required information (your email address, your name, the social security number of one of your children).
3. A user name and password will automatically be emailed to you at the email address you provided in step 2.
4. Once you receive your user name and password, go to <http://www.fcs.k12.al.us>, select Child Nutrition, then select the link that says Online School Food Service.
5. Enter the user name and password you received from the system.
4. Select General Maintenance.
5. Select Internet Participants. You will be able to add your other children at this time by clicking the *add participant* button and entering their social security numbers.
6. Select the participant you wish to view.
7. You may view transactions, check the balance in your child's account, deposit money into his/her account, or make notes against the A La Carte account.

Remember - credit card - posted immediately; checking - 3 days to post in child's account. If you make a deposit through Pay Pal, remember to use a decimal.

Sincerely,

Robert Grice
Child Nutrition Programs Coordinator