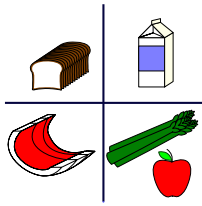


Food and Nutrition Services for



Peter D. Brooks
Director

Regional School District #14 Board of Education
Mitchell Elementary School.
School St
Woodbury, Ct. 06798
203-263-3190 ♦♦ fax 203-263-4244
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Regional School District #15 Board of Education
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Dear Parents/Guardian:

The purpose of this letter is to inform you that the Regional School District #14 school cafeterias have implementing a new computerized debit system. This system will replace the traditional ticket system. The following will outline and hopefully answer questions concerning the new computerized system. The new system will benefit you, your child and the district in many ways. I hope that you and your student will consider taking advantage of some of the convenient advantages the system has to offer. Please read the following information carefully and if you have any questions, please feel free to call the food service office at **263-3190**.

The new system is a computerized debit system that allows you to pay in advance for meals. Students will still be able to pay cash on a daily basis as they have in the past. The system works with a **pin number** that is entered at the cash register.

All students will have an established debit account, although you will not be required to make advanced payments as the system still has the ability to act as a cash register. However, for your convenience, you may wish to choose the following option for making advanced payments.

Advanced Payment :

The computerized system will allow parents to deposit **any amount of money** into their child's account and not have to worry about dealing with lunch money on a daily basis. **The money that is deposited into your child's account will be used for lunch, A La Carte'and snack items only.** Once the **pin number is entered**, the money will be deducted from that account.

How Do I Make a Deposit:

Money can be deposited into your student's account at any time, however it is preferred that your child brings his/her money into the cafeteria before lunch time. This will enable the lunch lines to move quickly giving your child more time to eat. Deposits should be made in an envelope with the **student's name**, room number, teacher's name and the amount deposited.

Please note this system is very confidential. Every student will have his or her PIN Number regardless of meal status; thus ensuring your child's privacy. The system will know the meal status of your student and the money will be deducted accordingly. Students who receive free meals only need to enter their PIN number. In addition, with this system we will be able to provide you upon request a printed activity report that shows you your child's meal activity report.

I realize there may be times when your child's account may be "overdrawn". Should your child's account be overdrawn, he or she will still receive his or her lunch; however, money must be deposited into their account immediately.

If you have any questions, please contact me at 203-263-3190 or via e-mail PBrooks@ctreg14.org

Sincerely

Peter Brooks

Peter Brooks
Director