

MUHLENBERG SCHOOL DISTRICT

Food Service Department - Account Balances

The Food Service Department will notify parents/guardians you when your child's account is in the negative. We will send home confidential notification of the outstanding balance when it exceeds \$25. We ask that you respond promptly to correspondence about negative accounts. Payments can be made by check using a cafeteria envelope or by credit card at www.myschoolbucks.com. If you are having difficulty paying for your child's meal debt please call the Food Service Office, (610) 921-8000, extension 3524, to discuss debt payment options.

If a student has a negative balance and leaves the District for any reason, the District will transfer his/her negative balance to a sibling's account to pay off the debt, or work with you to address the negative balance and establish a repayment plan.

If a student has a positive balance and leaves the District for any reason, the MSD Cafeteria Account Refund Form is available on the MSD website under Food Services to request a refund of the balance. If the form is not submitted to the district within 60 days of departure, the funds will be donated to students in need.

Money left over at the end of the school year in your child's account will be automatically rolled over into next school year.