



CAFETERIA

BEGINNING AUGUST 2010-2011

CAFETERIA AUTOMATED SYSTEM FOR CHS

Dear Parents:

We will continue with the debit card system implemented in August 2009.

All students will use their ID card as a Debit Card to purchase the meal and the cost will be automatically deducted from the deposit parents or students will make with the cafeteria. There will be no cash accepted in the cafeteria line and no cash withdrawals from the card.

The System improves services by:

- Speeding up the line
- Increase accuracy of collections
- Introduce students to the debit card system used in Universities.

The minimum deposit will be \$150.00. It is required that by June 30, 2010 you make your first deposit by paying at the Central Office or mail us a check issued to Conchita Biascoechea identifying "cafeteria deposit for student(s) name and grade" or make the payment personally at the PKS Campus on July 31, August 2, and 3 directly to Conchita.

Following this letter is the description of how the new system will work. Should you have any questions, please do not hesitate to give me a call.

Sincerely,

A handwritten signature in black ink that reads "Diana de Jesus". The signature is fluid and cursive.

Diana de Jesus

Director of Finance and Operations

CAFETERIA PROCESS:

- Student will present the ID card to the automatic reader and the student's name and picture will show up in the register. Under no circumstances another student's card will be accepted for purchase. The register attendant will inform the student the cash balance in the account immediately after processing each meal purchase.
- During the year, the Cafeteria personnel will be available **Monday, Wednesday and Friday from 7:00 to 7:30 am to accept deposits and the funds will be available for the lunch period. There are no cash withdrawals from deposits.** Deposits CANNOT be done when purchasing.

Minimum deposit will be \$150.00 and minimum balance in account is \$50.00.

- If a student a student forgets to deposit the day following the minimum balance warning, a written notice will be sent to the parent. If the account balance reaches \$10.00, services from the cafeteria will be suspended until \$150.00 deposit is made.
- If the student forgets the ID card, they need to have their student ID number available to give to the cashier.
- Remaining balance in May will be carried over to the following year except for seniors and students who leave CPS, who will receive full reimbursement no later than 10 days after the last day of school.