

PORTSMOUTH SCHOOL NUTRITION PROGRAM

Dear Parent/Guardian:

We have a computerized point-of-sale payment system in the cafeteria for breakfast and lunch.

Due to confidentiality, all students, whether paid, free or reduced meal-eligible will have an account in the system. Money deposited in each student's account will be available for lunch, breakfast, milk and snacks, sold by the cafeteria staff. Money left at the end of the school year on an account will be available for spending the following school year.

If you give your child \$5 for lunch, we will deposit the \$5 into his or her account. The change will stay with us, and will be there for use in the future. The computer will deduct money automatically so human error is reduced.

Please make your check payable to the Portsmouth School Nutrition Program. Payment is given to the cafeteria bookkeeper.

When should you add to the account?

Any day of the week is a good time to add money to your computerized account. **Checks are the best way to make a deposit.** You can write one check for children in the same building, but please include their names and how you wish the amount divided. Teachers send the deposits to the bookkeeper every morning, or you may bring them to the cafeteria directly.

What if I have questions regarding my child's account?

You should call the Bookkeeper, at each school. He or she will be able to answer questions regarding your child's account.

Lunch menus are sent home on a monthly basis and are also posted to the School Department's website: www.cityofportsmouth.com/school

We are pleased to offer nutritious, affordable meals to your children.

If you have questions regarding the school department's nutrition program, please call Patricia Laska, Director at 436-0443 or 431-6753 fax or email to plaska@portsmouth.k12.nh.us

Bookkeepers

PHS	Deb 431-4185
PMS	Sylvia 431-4835
Little Harbour	Donna 431-4831
Dondero	Becky 431-5065
New Franklin	Don 436-8133