

Progressive Catering & School Gardens

Welcome back and welcome to all new families!

Progressive Catering & School Gardens has partnered with MySchoolAccount.com to bring you an online service to preorder and prepay your student's meal account. This service offers you the ability to preorder your student's meals, make deposits directly into their meal accounts, transfer funds between students and have an email reminder sent to you when an account balance gets low. Student debit account deposits can be made through ACH (checking or savings account) payments or credit card. Each child's account will be updated nightly so that account balance information, payments and preorders will be current the following day.

In order to take advantage of this service, please TEXT Mrs. Guida at 909-767-8673. Text: Need lunch ID, VPS. After you receive your lunch ID:

- Go to www.myschoolaccount.com .
- Click "Create Account" on the top menu bar.
- Fill in the required information on the "Parent Account Sign-Up page."
- Choose Progressive Catering & School Gardens from the "School District" drop down menu.
- Create a User ID and Password
- Click the "Accept" box, and then click "Signup." An email will be sent to your email address that will contain a "verification code."

After you receive the "verification code" you may begin to add your children's information. To do this, you will need to:

- Go to www.myschoolaccount.com and login using your previously created user ID and password.
- Enter the "verification code" to verify your account and email address.
- Begin adding your children's information according to the guidelines provided. You will need each of your children's student ID** numbers to add each student.
- Your student's ID: [CUSTOMER_USERID]
- After the students are added you will be able to view the menu calendar, place preorders, make payments to the student account and view the account activity for the past 30 days.

Note: A parent account can be linked to many children, but a child can only be linked to one parent.

We urge you to take full advantage of this system by placing your student's lunch orders online prior to the cutoff dates. You may also make deposits into your children's accounts in advance on a weekly, monthly, or annual basis and draw from those funds when placing your preorder or to handle incidental daily meal service and emergency lunches. You are free to choose the amount of each deposit.

Note: There will be a per transaction convenience fee of \$2.00 associated with each deposit so its best to apply a bulk amount so that you do not get charged \$2.00 for each deposit.

Any money that is not spent by the end of the school year will be available the following school year. However please note: WE ARE UNABLE TO DO CASH REFUNDS. Thank you and please call me with any questions! (909)767-8673

Sincerely,
Mr. & Mrs. Guida

Food Service Director
Progressive Catering & School Gardens