

OFFICE OF THE DEPUTY SUPERINTENDENT, OPERATIONS

JUDITH M. MARTE
DEPUTY SUPERINTENDENT

April 3, 2023



TO: All Principals

FROM: Judith M. Marte 
Deputy Superintendent, Operations

VIA: Teaching & Learning Superintendents

SUBJECT: **DEADLINE FOR ACCEPTING CHECKS FOR MEAL SERVICES**

In accordance with year-end procedures, and to ensure that all checks received by the District have adequate time to be processed by the bank prior to the end of the 2022/23 school year, checks will not be accepted as payment for meal services after Friday, April 28, 2023. Please take the necessary action to inform teachers, parents, and students that checks will not be accepted after this deadline.

Effective Monday, May 1, 2023, The Food and Nutrition Services Department cannot accept checks as payment for meal services for the remainder of the 2022/23 school year. **However, this does not affect on-line payment access at: myschoolbucks.com.**

Please send a letter home with your students notifying parents of the above meal services payment information. Attached is a prototype letter that may be used on your school's letterhead to notify parents of this procedure.

If you have any questions, **please contact Food and Nutrition Services, Accounting Department at: 754-321-0244.**

VSW/JMM/MM:mf
Attachment

cc: Extended Cabinet
Mary Mulder, Executive Director, Food and Nutrition Services
Regional Superintendents
Regional Directors
Diane Punziano, Assistant Director, Food and Nutrition Services
Mark Mills, Finance Manager, Food and Nutrition Services
Food and Nutrition Services Area Supervisors