

PayForIt

All of the cafeterias at the High School, middle schools and elementary schools use a Debit system for payment. High School and middle school students are issued a PIN number which is their student identification number printed on their schedule. As the student comes to the end of the serving line, he/she will need to enter their PIN number on a keypad, which will allow the cashier to access the student's account. Elementary students that wish to purchase lunch that day are given ID cards in homeroom. The students turn in their ID cards to the cashier and their account will be charged. The cashier will see the students name, account balance and picture to assure only the correct student is buying a meal from that account.

Pre-paying money into the lunch account eliminates the need for students to carry cash on a daily basis and provides more efficient service through the lunch line. A low cash balance in an account will trigger a warning so the student will know when to replenish the account. The elementary cafeteria uses a cashless system. Money must be deposited in the student's lunch account prior to service. High School and middle school students may pay by check or cash to the cafeteria cashier who will immediately enter the deposit into the student account. Parents may pay on-line by logging onto www.payforit.net or mail checks to the Finance Office.

Checks can also be mailed or hand delivered to the Finance Office at the High School, one check per student is requested when students are enrolled in different schools. The Finance office will ensure that the student account is credited for the deposit on the day the check is received. Payments can be made for any dollar amount. If a student account is depleted and he/she forgets breakfast or lunch money, the system is designed to allow a student to charge a meal that day to ensure that they will not go without a meal, however the account must be paid off once the balance has reached a negative \$7.05. Student Lunch Account Balances can be found on DASHBOARD by logging in to your Dashboard account and selecting the "\$" icon at the top of the screen.

To provide a fast and efficient service, it is recommended that middle school students bring money for their accounts to the breakfast cashier or take their money to the attendance office in the morning.

Make checks payable to: Mt. Lebanon School District
Please include the students name, school and identification number on the check.

Mail checks to:

Mt. Lebanon School District
Finance Office
7 Horsman Drive
Pittsburgh, PA 15228