



Dear Parents,

Welcome!

The Plainview-Old Bethpage Central School District uses “MySchoolBucks,” an optional payment solution for student lunch purchases. If you would like to use this payment option for school lunches, please review the information below. MySchoolBucks can be accessed at [www.myschoolbucks.com](http://www.myschoolbucks.com) or by clicking on the \$ sign on the right side of the District’s homepage or the hyperlink on this page.

If you have not used this optional payment system and would like to use “MySchoolBucks” you will be required to set up an account using your child’s ‘Student Number,’ which is a nine-digit number.

First, log on to the Infinite Campus portal to retrieve your child’s ‘Student Number.’ Click on “Today” and you will see your child’s student number right next to their picture.

## To Find Your Child’s Student Number

### 1) Click on “Today”

The screenshot shows the Infinite Campus parent portal interface. On the left, a dark sidebar contains a menu with options: Message Center, Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Academic Plan, Fees, Reports, Discussions, and More. The 'Today' link is highlighted. The main content area shows the date 'Today Tuesday, September 3, 2019' and the user's name 'John Doe'. Below this, a student profile is displayed with a cartoon picture of a boy, the name 'John Doe', and the 'Student Number 123456789'. Further down, the school name 'H.B. Mattlin Middle School' and 'Grade 08' are visible, along with '19-20 H.B. Mattlin Middle School'. Below the profile, there are sections for 'Assignments Due Today' and 'Assignments Due Tomorrow', both showing 'No assignments.' A blue arrow points from the 'Today' link in the sidebar to the 'Student Number' in the profile. Another blue arrow points from the 'Student Number' to the text '2) This is your child’s student number'.

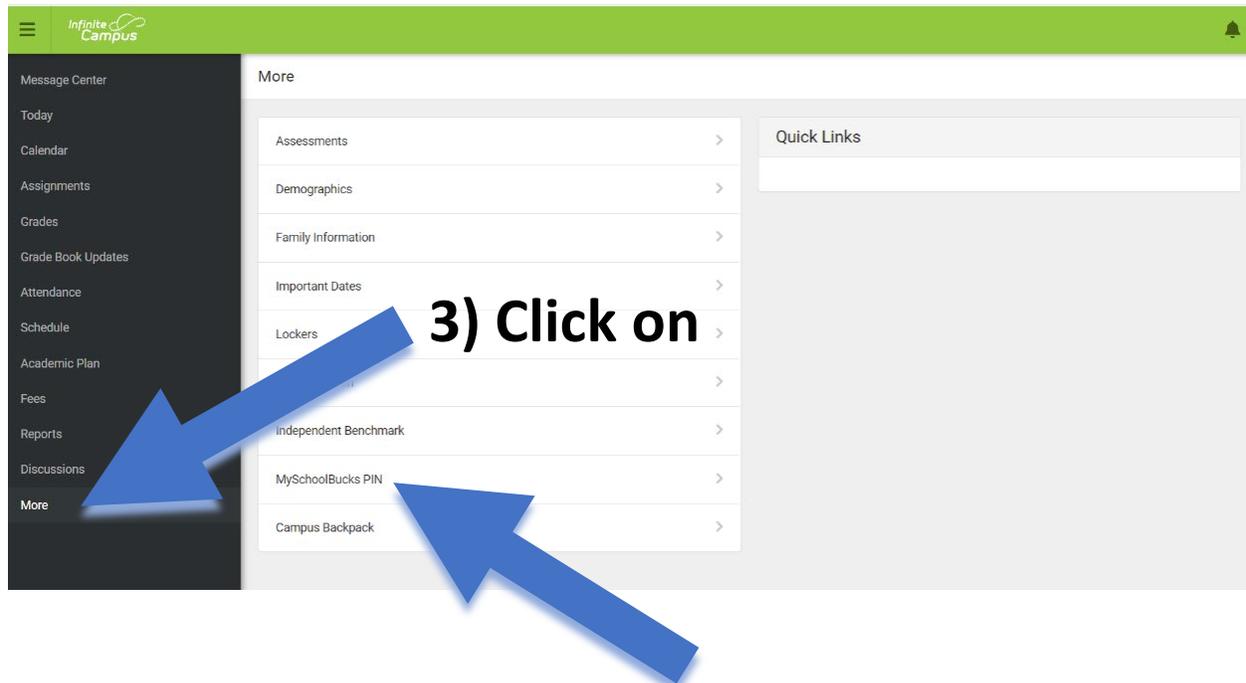
2) This is your child’s student number

Once you have your ‘Student Number’, go to [www.myschoolbucks.com](http://www.myschoolbucks.com) and look for the “Sign Up Today” button on the screen. If you want more information about the “MySchoolBucks” system, about how to set up payments or to view How-To videos on “MySchoolBucks,” look for the Help menu located in the upper left-hand corner of the screen.

What if I lose my child's PIN?

During the school year you may forget or lose your child's "MySchoolBucks" pin. If this happens, log on to the Infinite Campus portal and do the following:

## **To Find Your Child's "MySchoolBucks PIN"** **Only for existing "MySchoolBucks" users**



### **4) Click on "MySchoolBucks Pin" to get your child's PIN**

Once you have an active "MySchoolBucks" account for your student, you can locate your child's PIN by clicking on "More" on the bottom of the left side of the screen in the Parent Portal and then "MySchoolBucks PIN" All students use their PIN whenever they go through a lunch line whether they have money on account or are paying cash. **The PIN is not required to register on "MySchoolBucks."** By using the PIN for purchases in the cafeteria, you are able view a history of purchases for your child in "MySchoolBucks." There is no charge for this feature.

### **Additional Options**

Please note, the district still accepts payment by check or daily cash purchases. "MySchoolBucks" is optional and you can use "MySchoolBucks" to view balance information without using it to process payments. Please note, if you decide to use "MySchoolBucks" to process payments, there is a convenience fee of \$2.49 per transaction. This fee covers payments up to \$120 per occurrence.

If you have any questions, you can email [parentsupport@myschoolbucks.com](mailto:parentsupport@myschoolbucks.com) or call (855) 832-5226. Also, our Food Service Director, Ms. Karen Ball can be reached at [ballk@whitsons.com](mailto:ballk@whitsons.com).