



PEMBERTON TOWNSHIP SCHOOLS

BARBARA WELLS
Supervisor of Food Services

JEFFREY HAVERS
Superintendent
LAURA ARCHER
School Business
Administrator/Board Secretary

Dear Parent:

Pemberton Township Schools Board of Education has updated their unpaid meal charges as per policy 8550 (see attached). Parents are encouraged to set up an account with MySchoolBucks at <https://www.myschoolbucks.com/ver2/login/getmain.action> which provides the opportunity to view their child's balance and make online payments at any time. Parents can send in a check, cash or money order with the student. An application for free or reduced priced meals is available online under the Parent tab, from Food Services or at any school.

In the event a student forgets to bring money or a meal from home, a meal will be provided with the expectation that payment will be made the next school day. Food Services will notify parents on a weekly basis as to the amount owed by a student. Students will continue to be charged for meals provided. If a student owes more than \$30 the principal will contact the parent (via regular mail) who will then have 10 school days to pay the amount due. Parents will receive a second notice (via regular mail) by the principal if the balance is not paid. Parents who have not made payment in full within one week from the date of the second notice will be requested to meet with the Principal or Supervisor of Food Service to resolve the matter.

When a parent's routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child abuse or neglect, the principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such reporting shall not be delayed to accommodate a parent's meeting with the Supervisor of Food Service. For further details regarding outstanding food service charges please see the enclosed District Policy.

Parents are encouraged to contact their child's school or Food Services at 609-893-5788 to set up a payment plan when a child's balance becomes overwhelming.

Sincerely,

Laura Archer
School Business Administrator/Board Secretary
Pemberton Township Schools