



27 White Oak Street – New Rochelle, NY
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Dear Preston High School Families,

We are proud to announce that Division Food Service Management, formerly known as NR Cafeteria Services, will be providing lunch services at Preston again this year. Our services will appear to be a little different this year, due to the new COVID guidelines, but the quality of our food will remain the same.

Preston High School has partnered with Division Food Service Management and MySchoolAccount.com for the managing of our lunch service and payments for the 2020-2021 school year. MySchoolAccount.com offers you the ability to make deposits directly into your students account online or via their Mobile App. Here you will Pre-Order Meals, track what your children have been eating, transfer funds between students and have an email reminder sent to you when an account balance gets low. Deposits and payments can be made through ACH (checking/savings) or Credit/Debit Card. Each child's account will be updated in real time, so account balance information will be current daily. Lunch selections will be delivered and distributed to the school on a daily basis in accordance with all CoVid-19 guidelines and regulations. There will be four main meal options, two snack options and three beverage options daily. Menu options will change on a weekly basis.

****ANYONE WHO HAD A POSITIVE ACCOUNT BALANCE WITH ODIN, THE FUNDS HAVE BEEN TRANSFERRED TO OUR NEW SYSTEM**** -- BE SURE TO ONLY ORDER ON THE DAYS YOU ARE SCHEDULED TO BE IN SCHOOL, CHECK WITH YOUR SCHOOL FOR YOUR COHORT SCHEDULE

Division Food Service Management operates 15 Catholic School Food Services programs in the NY area, in addition we own and operate 3 restaurants located in Westchester, NY.

In order to take advantage of this service, you will need to create a parent account. This requires you to:

1. Go to www.myschoolaccount.com.
2. Click "Create Account" on the top menu bar.
3. Fill in the required information on the "Parent Account Sign-Up page."
4. Select New York for the state
5. Create a User ID and Password
6. Choose NR Cafeteria Services from the "School District" drop down menu.
7. 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:

1. Go to www.myschoolaccount.com and login using your previously created user ID and password.
 2. Enter the "verification code" to verify your account and email address.
 3. Begin adding your children's information according to the guidelines provided. Your child's id is PHS13011 You will need each of your children's student ID numbers to add each student.
 4. After the students are added you will be able to make payments to the student account(s) and view transaction history.
- 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 funding your students account in advance online for use as a declining balance in line.

Note: There will be a per transaction (deposit) convenience fee of \$2.00 at check out for Checking/Savings and 4.75% for credit/debit. These convenience fees are only associated with financial deposits and not necessarily purchases. We recommend depositing larger deposits via checking/savings ACH in order to avoid large fees.

Any money that is not spent by the end of the school year will be available the following school year, there will not be any refunds issued. Due to the unknowns that come with CoVid-19 and the current situation we recommend not ordering for more than one week at a time. All orders must be in on Thursday of the prior week for the upcoming week.

Lunch service starts this year the week of Monday, September 14th 2020.
ALL ORDERS MUST BE IN FOR THE FIRST WEEK BY THURSDAY, September 10th 2020.

If you have any questions please do not hesitate to reach out to Preston High Schools account manager, Arlene Mancini ArleneMancini123!@Gmail.Com or by phone at 1-(646)-533-8605. Please look out for your email from My Food Service Account for your Childs Custom Pin #. If you have more than one child, you will receive more than one email.

We are looking forward to a safe and productive 2020-2021 school year!

Sincerely,
Nicholas Mancini
President, Division Food Service Management