

**JERICHO UNION FREE SCHOOL DISTRICT**  
99 CEDAR SWAMP ROAD  
JERICHO, NEW YORK 11753-1202  
516-203-3600

HENRY L. GRISHMAN  
SUPERINTENDENT OF SCHOOLS

VICTOR P. MANUEL.  
ASST. SUPERINTENDENT-BUSINESS AFFAIRS

TRACY GILET  
DIRECTOR OF FOOD SERVICE

AUGUST 20, 2018

Dear Parents & Guardians,

Jericho Union Free School District has implemented an automated point-of-sale food service system. Using a secure on-line service, this system allows you to deposit money directly from your bank account via e-check(no fee) or credit card(convenience fee 3.5% of transaction total) to your child's food account. If you do not use this service, students still have the option to "pay as they go" as they did in the past.

Once set up, your account will enable you to keep track of all your children's purchases in the cafeteria (even if money is not being deposited online); view current balances; and receive e-mail alerts when balance is low. One account will service all of your children.

To set up an account and make payments, please follow the directions below (monies deposited prior to August 29, 2018 will be available on your children's account beginning August 29, 2018; Monies deposited after August 29, 2018 will be available on your children's account the next school day):

1. Have your children's identification numbers available.
2. Go to [jerichoschools.org](http://jerichoschools.org) and click on the **ScholarConnect** link on the front page of our web site.
3. Select **New User? Click Here** and follow the steps to register (There is a drop down menu to choose your school. Scroll down and choose either Cantiague Elementary School, Jackson Elementary School, Seaman Elementary School, Jericho Middle school, or Jericho High School)
4. Click on "FAQ" for detailed instructions about using our web site.

When purchasing lunch and/or other items in the cafeteria, students in grade 6 through 12 will keypunch their five digit student identification numbers into a keypad as they enter the food service line to access their account and make purchase. Elementary school students will be identified by photo identification cards, which will be handed out at the beginning of the food service line. Your child's name and photo will be displayed to ensure the correct account is being charged.

All students qualifying for meal assistance will continue to be treated with courtesy and confidentiality.

We will be available to answer any questions you may have about the point-of-sale method of payment. Please contact the Child Nutrition Office at 516 203-3600 ext. 3258 or 3333.

Sincerely,

Tracy Gilet  
Director of Food Service