

CMES School Council is pleased to offer Food Days as listed below. Lunch days are *Thursdays at the Second Nutrition Break* and Smoothies are offered on *Tuesdays at the First Nutritional Break*.

Please note that effective February 1<sup>st</sup>, 2017 MILK TOKENS WILL NOT BE AVAILABLE FOR PURCHASE IN THE OFFICE. <u>Milk Tokens may be purchased ONLY on School Cash</u> <u>Online during the Food Day Ordering time period</u>. The tokens will be distributed monthly to students. Thank-you for your support and cooperation.

### Deadline for orders & payment: Wednesday January 25th, 2017

Date	Food Day	Date	Food Day
Thurs. Feb 2	Subway	Thurs. Mar 2	Subway
Thurs. Feb 9	Pizza	Thurs. Mar 9	Pizza
Thurs. Feb 16	Pita	Tues. March 21	Smoothie
Tues. Feb 21	Smoothie	Thurs. Mar 23	Pita
Thurs. Feb 23	Lasagna	Thurs. March 30	Macaroni & Cheese

All food is nut free and complies with the Healthy School Food and Beverage Legislation, PP M150, which dictates the level of fat, sodium and protein that we can offer for sale to students in school. For more information, check out the Ministry of Education's website: <u>http://www.edu.gov.on.ca/eng/healthyschools/policy.html</u>

#### HOW TO ORDER!

Credit Meadows School Council, like other schools in the Upper Grand District School Board, will be using the secure School Cash Online website to make ordering and paying for items faster and more efficient for all. It just takes a few minutes to place and pay for your orders online.

If you haven't yet set up an account, here is how to register:	
Step 1: Go to website <a href="https://ugdsb.schoolcashonline.com">https://ugdsb.schoolcashonline.com</a>	
Step 2: Register by selecting "Get started today" and follow the steps	
Step 3: After you receive the confirmation email, select the "click here" option, sign in and add each of your childre your household account <b>(Leave Student Number Blank)</b>	
Step 4: Place your orders for each child including all options by adding to your cart	
Step 5: Select "CHECKOUT" & choose your payment option	
Step 6: Ensure you receive a confirmation email	
*please note that to process your order, you must complete the checkout step!	

Thank you for supporting your CMES School Council!!!

# IMPORTANT INFORMATION ABOUT CMES FOOD DAYS

**Pizza Day** – made fresh daily by Pizza Depot. Each slice is 1/8<sup>th</sup> of a 16" pizza. Pepperoni or Cheese Slices are \$2/ea

**Pita Day** – Each Pita is custom prepared by Pita Pit and has several options to make it the way you like. Please be sure to complete the topping information when placing your order online. Pitas \$5.25/ea

Fork Style \$6.25/ea Gluten Free \$7.25 Add a Fresh Fruit Cup for \$2.50

**Sub Day** – Each sub is a 6" whole wheat sandwich prepared by Subway and is custom prepared the way you like. Please be sure to complete the topping information when placing your order online.

Ham and Veggie Subs are \$4.50/ea Turkey Subs are \$5.50/ea

Pasta Day – Pasta is prepared by Quest for Cakes Bakery (a nut free facility). We will be offering: February 23<sup>rd</sup> - Lasagna \$5/full portion (4"x4") or \$3/half portion (2"x4") March 30<sup>th</sup> - Macaroni & Cheese \$5

> Milk – is available to order on all lunch days Chocolate or White \$1/ea

Smoothie Tuesdays – Smoothies are prepared by Pita Pit. Please indicate your selection online. Mango Rejuve - Oasis 10 Probiotic Juice and Mangos Pom-Berry – Oasis Berry, Pomegranate Antioxia Juice and Raspberries Smoothies are \$3.50/ea

Note: REMEMBER TO ORDER MILK TOKENS

Milk tokens will **NOT** be available for purchase in the office effective February 1<sup>st</sup>, 2017

## Need Help?

- 1. See the trouble-shooting tips provided below
- 2. Call The Cash Online PARENT HELP DESK for support 1 (866) 961-1803
- 3. Contact our School Council at (519) 941-7487 ext. 500 or janpettigrew@rogers.com

**PARENTS,** please mention to your children that if they have a problem with their order, they should come see the food coordinator or lunch helpers right away so we can address the problem immediately. Copies of all orders are kept for reference.

We can't fix a problem if we don't know about it!

Please remember that if a student is absent on a food day, the perishable food item(s) they have ordered will not be saved, but considered a donation to the school council.

Thank you for supporting your CMES School Council!!!



# **Trouble-Shooting!**

Here are some common errors that some users might experience, and tips to avoid them ...

#### 1. Unable to Checkout

An out-of-date web browser or security settings may prevent you from checking out. Try resetting your web browser and if still not working, contact support at 1-866-961-1803 or <u>parenthelp@schoolcashonline.com</u>

#### 2. Selecting Items but Not Checking out.

After adding all your items to the shopping cart you must select the "Checkout" option, select your method of payment and then "PLACE ORDER". When you have done this successfully a message will appear on the screen confirming that your order has been placed and that your receipt has been emailed to you. If you do not reach the payment receipt page, your order was not placed.

#### 3. Adding Money to the Wallet, but not Paying.

Similar to the above issue, you must fully complete the checkout process. Loading money to your wallet is not the same as completing payment. If you have previously loaded funds to your wallet you must select "myWallet" as the method of payment as you check out. It is <u>not required</u> to use the myWallet feature; you may also pay for each order directly from your bank account using the "eCheck" option.

#### 4. Incurring an NSF Charge

Just as when writing a paper cheque, one must ensure that funds remain available in the bank account until payment clears. Funds are not instantly withdrawn. There are two options for payment: eCheck and myWallet. When paying by eCheck payment for your purchase comes directly out of your bank account, but it does take about 3 days after your payment for the funds to actually come out of your bank account. When loading funds to myWallet it can take up to 7 days for your funds to actually come out of your bank account. If for any reason those funds are not still in your bank account when the payment processes in 3-7 days, you will receive an NSF charge and your order will be cancelled.

To summarize: although you have completed the checkout process and printed your receipt of your order, if your payment is rejected by your bank for insufficient funds, your lunch order is in effect, cancelled.

#### 5. Not Reviewing the Receipt.

Especially with multiple lunch items and children, it can be easy to miss an item! We strongly suggest that you review and print your receipt and check it against the list of lunch days sent home to you, to verify that you have ordered each of the items that you intended to. Your receipt can be found under the tab "Payment History" and a copy is also sent to your email. If you do not see a receipt, an order has not been placed.

#### 6. Not Keeping a Record of Lunch Days

With multiple lunch days and multiple children it can be challenging to stay organized! We strongly suggest that once you have reviewed and printed your receipt that you mark your lunch days on your family's central calendar so that there is no confusion about which days your child will be receiving their school lunches on. This will avoid situations where your child is expecting a lunch order when one has not been ordered for them for that day.