

# School Café Online Payment Process

Pecos Barstow Toyah ISD - Food Services Department, would like to clarify some questions and procedures regarding our new online payment process with School Café. We have done some investigation into the convenience charge that is applied when reloading your student's account.

When a student account is below the threshold (varies depending on your student's meal status), an alert can be set up on School Cafes' webpage when you have completed the sign up process. The alert will notify you when the account has a low and/or negative balance.

You will then have three ways to reload the account for your student as follows:

1. Parent can make a payment of cash or check to their student's account from any PBT ISD schools by visiting any of the cafeteria cashiers and/or managers with no fee incurred.
2. Parents can also make a payment of cash or check to their student's account at the Food Services Office located on 1302 South Park Street (across from the Pecos High School) no fee incurred.
3. Parents can make a deposit using a major credit card using School Café's webpage which incurs a 5% convenience fee from any computer, laptop, tablet, or mobile device. The 5% fee will vary depending on the amount of money that is been deposited. For example, a deposit of \$20 dollars will incur a \$1 dollar fee. So for every \$100 dollars incurs a \$5 dollar fee and so on.

If you have any further question or concerns, you may visit or call the food services offices at 432.447.7566, 1302 South Park Street. ***We appreciate your continued support of PBT ISD Food Services Department. This institution is an equally opportunity provider.***

***Best Regards,***

***Marcus Alonzo, Food Service Director***