



# Natick Public Schools

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*Building the Future, One Child at a Time*

**William J. Hurley**  
**Director of Fiscal and Management Services**  
(508) 647-6491

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Dear Parents/Guardians:

The Natick Food Service Department has purchased the NUTRIkids Point of Sale (POS) system that will allow parents to better manage the school lunch process. Parents will have a convenient, easy and secure online method to deposit money into their child's school meal account through the web site [mynutrikids.com](http://mynutrikids.com). Parents will be able to view their child's account balance and view their child's eating history report.

We plan to implement the NUTRIkids system during the week of November 3<sup>rd</sup> as follows:

- ✓ High School, Wednesday November 4<sup>th</sup>
- ✓ Wilson Middle School, Thursday November 5<sup>th</sup>
- ✓ Kennedy Middle School Friday, November 6<sup>th</sup>

The elementary schools are planned to be implemented in December.

To access [mynutrikids.com](http://mynutrikids.com), a link has been established on the Natick Public Schools web site, [www.natickps.org](http://www.natickps.org), located in the For Parents section. From this site you will create your account and add money to your child's school meal account. The instructions listed below will guide you through the account set up process.

Things to know:

- You can deposit online prepayments for multiple students from the same account.
- Payments may be made through an existing PayPal account or with a major credit card.
- In order to use the online prepayment service, a fee of \$1.75 will be assessed to cover the bank fees. The fee is based on the TOTAL deposit. Parents placing money into multiple meal accounts will only be assessed the fee once per deposit transaction. To help offset the cost of this fee, the Natick Food Service Department will provide one FREE meal for every deposit greater than \$200.
- NUTRIkids will send you a confirmation via email after you establish your account.

If you choose not to take advantage of the online prepayment service, you may continue to make advance payments via check, which should be made payable to the Natick Public Schools. Please write your **child's full name** on the check.

If you have any questions about these new services, please feel free to contact Mr. Kyle Parson, Natick Food Service Director at 508-647-6611 or me at 508-647-6491.

Sincerely,

William J. Hurley  
Director of Fiscal and Management Services

### Registering for MyNutrikids.com

- Before you begin, please have your child's 7 digit student ID number available. (It is the same number shown on your child's schedule and report card and was used to sign onto iParent. Your child is familiar with this number since it is the initial password to sign into the school computer network.)
- Go to [www.mynutrikids.com](http://www.mynutrikids.com)
- Create your account by clicking **SIGN UP NOW** and enter the following required information:
  - ✓ Zip Code of School District
  - ✓ Your name
  - ✓ Your email address
  - ✓ Create password
- Click **CREATE ACCOUNT** to complete the initial registration process. You may now return to the MYNUTRIkids site to add your banking information and your child's information.

### Add Students to Your Family Account

- When you log in, you will be taken to the homepage.
- Click **MyKids** from the from the blue navigation bar at the top of the page OR from the main menu. This will provide a listing of the students in your account and is empty on your first visit to the site.
- Click **Add Child** and enter the required information.
- Click **Add** (next to your child's name) to continue. (click **Add Child** for additional children.)
- I recommend you set up a low balance reminder in the Profile section of your account.

### How to Make a Deposit

- Click **DEPOSIT MONEY**.
- Enter an amount in the **Deposit Amount** column.
  - o If you have more than one child, enter the amount you wish to deposit into the column next to each child's name. DO NOT deposit money for your entire family into ONE child's account.
- Click **Calculate**. A screen will appear showing the amount deposited plus the \$1.75 fee.
- Click **Make Deposit**.
  - o You have the option of using your existing PayPal account or a major credit card.
  - o If you are using your PayPal account, enter your email address and PayPal password to continue.
  - o If you are using a credit card, enter the required information. For your protection, MyNutrikids.com will not store your financial information.
- Click **Pay Now** when finished.
- Click **Pay** once again to finish the process.