

RINGWOOD PUBLIC SCHOOLS

121 CARLETONDALE ROAD
RINGWOOD, NJ 07456



Phone: 973-962-7029
Fax: 973-962-9211

June 11, 2019

RE: Cafeteria Account Balances

Dear Parent/Guardian:

As the end of the school year approaches, we will be reconciling all cafeteria account balances. Balances for grades K-7 will automatically carry over to the next school year. Graduates or students leaving the district can request a balance refund or a balance transfer to a sibling's account by submitting the attached form.

Cafeteria balance information can be obtained through the PayForIt.net website (there is no charge to create an account) or by contacting Cathy DePrisco, Cafeteria Manager, at 973-962-6033 or email depriscoc@njrps.org. Please see below for additional information.

Positive Cafeteria Balances

- Automatically carry over to next school year for K-7th grade students
- 8th Grade Graduates or Transfer Students
 - Request a balance refund prior to June 27, 2019:
Email Melissa Heck at heckm@njrps.org or mail the attached form to the Board Office address above.
 - Balance Transfers to siblings within the district:
Access the PayForIt.com website or follow the above procedure.

Negative Cafeteria Balances

- All negative cafeteria balances must be paid by **Wednesday, June 19th** or Report Cards and September Class Schedules will be withheld.
- Payments can be made by utilizing the PayForIt.net website or by sending payment to the school cafeteria. Checks should be made payable to the Ringwood Board of Education. Please call Cathy DePrisco should you have any questions or need assistance reconciling your child's account.

Please be advised the 2019-2020 Free & Reduced Lunch Application will be available on the school website in August. Completed applications can be returned to the Board Office and processed for the first day of school in September.

We have enjoyed serving your child this past year and look forward to seeing them in September. Have a wonderful summer!

Sincerely,

Melissa Heck

Ringwood Board of Education
Accounting Dept.

www.ringwoodschools.org

Ringwood Board of Education School Lunch Reconciliation 2018-2019

Please complete **only** if you would like to transfer lunch account balances to a sibling or request a refund. Lunch account balances will automatically be carried over into the following school year for K-7th grade students.

Date: _____

Student Name: _____

Current Grade: _____

Lunch Account Balance:

Please:

_____ Refund Lunch Balance above and send to the following address:

_____ Transfer Lunch Balance above to the following student(s) in the district

Parent/
Guardian Signature _____ Date _____

Submit completed forms by June 27, 2019 to:

Melissa Heck

Ringwood Board of Education 121 Carletondale Rd. Ringwood, NJ 07456

or email heckm@nrps.org