



September 2011

Re: **MealTime Online Point-of-Sale Meal Purchases**

Dear Parent:

We're pleased to be offering again this year a debit-type payment program for student lunches in the Student Center. The program is a secure, online system provided by MealTime, a Portland-based company that provides point-of-sale purchasing for schools across the U.S.

The program allows parents or students to deposit money into an online account using a Visa or Mastercard credit or debit card and will automatically deduct funds from this account as cafeteria purchases are made. (There is a 5% fee associated with online deposits). Deposits can also be made into the account by cash or check any school day from 7:00 a.m. – 2:30 p.m. in the Student Center. The MealTime Online deposit minimum is \$25. You can split this between multiple students if you have multiple students on your account....for example, \$15 and \$10 or \$10, \$10 and \$5. For daily meal purchases, we recommend depositing \$25-\$30 per week. (Examples of common purchases are \$4.00 for a hot entrée and beverage; \$3.50 for sandwich or salad, and \$.50-\$1.00 for dessert).

To purchase meals, the student will enter his/her Bellarmine student ID number into a keypad or swipe his/her ASB card to process the purchase. The meal cost will then be deducted from his/her online debit account. Please stress to your student NOT to share his/her student ID number with others.

Since this is a debit system, students will not be allowed to charge. They will be asked to deposit additional funds when they hit a low balance of \$10. Once they deplete their funds, they will no longer be able to make purchases. Students will no longer be able to purchase food with cash. They can make a cash or check deposit and use those funds for charging on their account, although they will not be given change. We encourage all students to participate in this program because of its many benefits. Making regular online deposits may not only help you with budgeting, but will assure your student gets a regular, nutritious meal, and significantly speeds up the lunch lines allowing more time for students to eat their meals and converse with their friends.

Registering for an account is easy as 1, 2, 3. Parents should go to www.bellarminerep.org/mealtime and set up a user account. You will need to add each of your Bellarmine students to your account using his/her name listed in Bellarmine's official student records and his/her Bellarmine student ID number.

Parents can find student ID numbers on a variety of official Bellarmine documents including on student ASB cards, tuition statements, official transcripts, progress reports and report cards. Parents can also call the school for their student ID number.

Using MealTime Online, parents will be able to make a deposit into their cafeteria account using a VISA or Mastercard, view their student's food choices and purchase history as well as the account balance. Parents should check their account balance on a regular basis to assure there are enough funds for their student's meals. Students will also be advised by the cashier to inform parents of low balances.

Attached is a list of frequently asked questions about the program. After reading them, we encourage you to register for an online account right away. If you have any questions, please feel free to call me at 253-879-9741.

Sincerely,
Krissie Bowman, Food Services Director
Enclosure: MealTime FAQs