

Shiocton School District

N5650 Broad Street, P.O. Box 68 Shiocton, WI 54170-0068

920-986-3351~Fax 920-986-3291

Dear Parents or Guardian,

The School District of Shiocton is pleased to announce a convenient payment option called **e-Funds For Schools**. It allows parents the ability to have Food Service payments automatically withdrawn electronically from your checking account or charged to your credit card.

The convenience and flexibility of **e-Funds for Schools** will help to eliminate last minute check writing hassles, improve efficiencies, and help cut costs for both you and the school. Plus, you will no longer need to worry that your children could lose or forget the money intended for school lunch that you give them or that they might spend it on other non-school items.

You are in full in control of your account and can make a payment anytime that is convenient for you. **No payments will be allowed without your knowledge and authorization through this secure payment system.** By providing your home and/or work email address, an email notification informing you of the students name, purpose of payment, and the amount of the item will be sent to you each time that a payment is to be processed. We encourage families to keep phone numbers and e mail addresses current. If families have any changes please contact Cathy Bronold Registrar at 920-986-3351 x797 or e mail cbronold@shiocton.k12.wi.us

The **e-Funds for Schools** electronic payment service is provided to the school by a third party service provider. The service provider has a nominal fee for their service. There is no cost to you for making a payment from your checking account, but your bank may apply a separate charges as part of your account agreement. For payments made by a credit card, there is an added convenience fee. The system also carries a Non-Sufficient Funds (NSF) charge of \$15.00. When you set up your account, please review options carefully.

To sign up, please go to our website, www.shiocton.k12.wi.us. Click on the Food Service tab on the left. Then click on e-Funds for Schools (Online Payments). You will be directed to log on to Skyward Family Access (contact the school office if you need help logging on). Click on the Food Service tab for one of your children. It does not make a difference which child you choose. The Food Service account is a family account. Click on the "Make On-Line Payment" button. You will need to register. You will only have to register once. Enter your name and password.

Choose your payment method and enter the requested information. If you will be using a credit card, follow the on-screen direction. If choosing to use a checking account, enter your checking account information on the screen. Continue to follow the on-screen instruction. If you have any questions about e-Funds or have problems setting up your account, please email ddanke@shiocton.k12.wi.us or call 920-986-3351 ext. 796