



CARLYNTON SCHOOL DISTRICT

435 KINGS HIGHWAY • CARNEGIE, PENNSYLVANIA 15106
(412) 429-8400 • FAX: (412) 429-2502

Dear Parents:

With national attention currently focused on children's health and wellness issues, Carlynton School District's Food Service Department is excited to provide parents a convenient, easy and secure online service to view your child's account balance through a website called MyNutrikids.com. Also, parents will have the ability to print out a copy of their child's meal purchase history report. This history report will show you all dates and times that your child has purchased a breakfast, lunch, and/or snack within the past thirty days. If you require a longer span of time, you will need to call the food service office directly.

To access the service:

- Simply go to the website at www.carlynton.k12.pa.us
- Click on the Food Services link.
- Click on www.mynutrikids.com link. From this site you will create your account for your child's school meal account. All you need is your child's name, six digit student ID number and school zip code (15106). The instructions listed below will guide you through the easy online account setup process.
- **Do not pre-pay** from the MyNutrikids site, there is no access for this feature. You will find a link on the Carlynton School District home page of the website to use the convenient pre-pay feature. (Please follow the instructions listed on the site – you will notice a \$10.00 fee for any non-sufficient funds in the account.)

THINGS TO KNOW:

- If you have more than one child in the district you can handle all online pre-payments from the same online account.
- Payments may be made by eCheck or Credit Card.
- In order to use the online prepayment service, a small convenience fee for each transaction will be assessed to cover the bank fees. The convenience fee is \$1.00 per deposit transaction. Parents placing money into multiple meal accounts will only be assessed the \$1.00 fee once per deposit transaction. Carlynton School District will not profit from the use of this site.

We are very excited to offer these new services as they are in direct alignment with the District's Strategic Plan/Safe and Healthy Environments priority. We are confident this new system will benefit you, your child, and our district. However, 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 Carlynton School District. Please make sure to write your child's full name on the check.

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Mission Statement

The Carlynton School District, recognizing the shared responsibility of the educators, students and families of this culturally diverse community, will provide a challenging educational program for all students within a safe nurturing environment, which will enable them to function as productive, ethical and responsible global citizens.

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Instruction: Registering for www.mynutrikids.com:

- You will first need your child's student ID number; you may get this number by contacting the school Food Service Department at 412-429-2500 x 1118.
- Go to the district website at www.carlynton.k12.pa.us, then click on food services. Click on the link to mynutrikids.com or go directly to www.mynutrikids.com.
- Click Sign Up and enter the required information.
- Click Finish to complete the initial registration process.

Add students to your family account:

- When you log in you will be taken to the homepage.
- Click MyKids from the main menu.
- This is a listing of the students in your account. It will be 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 to repeat the process for additional children.
- NOTE – Your child's transaction history report will not display information during the initial account setup process.

If you have any questions or are in need of assistance with the navigation of this site, please feel free to contact the food service office at 412-429-2500, x 1118.

Best Regards,

The CSD Food Service Director