

## **USD 368 Paola School District Food Service Payments and Balances**

Payment and Balances: To allow for convenience of checking meal balances and making payments, the following procedures can be used:

The Infinite Campus food service software will allow you to:

- View balances via the Infinite Campus Portal or Infinite Campus mobile applications. Directions and login information for Infinite Campus Portal can be obtained from your child's school office staff. Instructions for Infinite Camus Mobile Application are listed below:
  1. Download Infinite Campus Mobile App from either the App Store or Google Play
  2. Use District ID JSGKZX for USD #368
  3. Enter your username and password (provided by your school/district)
  4. Review your settings:
    - Notifications: Receive alerts for grades, assignment scores, attendance changes, and low lunch balance. You will receive immediate notifications when changes are made.
    - Access Information: View assignments, attendance, planner, grades and food service information.
  
- Access RevTrak through the Enrollment/Supplies link or from the district website under the Food Service link. Also, you may go to <http://usd368.revtrak.net>.
  - Enroll your child and pay meal fees using a RevTrak login and password that you create.
  - Payments will be posted to student's account immediately.
  - VISA and MasterCard are accepted.
  - Transaction fees of \$1.50 are charged per transaction.

Meals Charging Policy: Students will be allowed to charge up to but not to exceed \$10.00 for Paid status and \$5.00 for Reduced status at any one time. Ala carte purchases will not be allowed once a student has a negative balance.

Please feel free to contact Elaine Harris, Food Service Director, at 913-294-8005 for questions related to food service. Contact the Business Office at 913-294-8000 for questions related to on-line payment.