August 20, 2012

Dear Parent:

Detroit Country Day School and Plumsmart (a division of Plum Market Food Service) are excited to announce the launch of a new online service that will allow you to monitor your child's Fast Break purchases, track what your child has been purchasing for the past 30 days, make deposits directly into the Fast Break account, and have an email reminder sent to you when an account balance gets low. Student debit account deposits can be made through ACH payments or by credit card. Each student’s account will be updated nightly so that account balance information and payments will be current as of the following day.

To take advantage of this convenient new service, you will need to create a parent account. This requires you to:

2. Click “Create Account” on the top menu bar.
3. Fill in the required information on the “Parent Account Sign-Up Page.”
4. Choose “Detroit Country Day Schools - Plumsmart” from the “School District” drop down menu.
5. Create a User ID and Password
6. Click the “Accept” box and then click “Signup.” An email will be sent to your email address that will contain a “verification code.”

After you receive the “verification code” you may begin to add your child’s information. To do this, you will need to:

1. Go to www.myschoolaccount.com and login using your previously created user ID and password.
2. Enter the “verification code” to verify your account and email address.
3. Begin adding your child’s information according to the guidelines provided. You will need each of your children’s student ID numbers.
4. After the students are added you will be able to view the Fast Break account activity and make payments to the student Fast Break account. Payments made through debit or credit cards will incur a $2 charge. Checks can be mailed to Plum Market Food Service, 30777 Northwestern Hwy. Suite 301, Farmington Hills, MI 48334. Please make checks payable to “Plum Market Food Service.” There is no charge for payments made by check.
5. If you have two or more children assigned to your account, you may make a payment to each account and only be charged for one transaction. Example: 3 children, $10 payment to each child, total charge $32.

**Note**: A parent account can be linked to many students, but a student can only be linked to one parent.

We will be completing the enrollment the week of September 4 by asking students to provide a “biometric signature” (thumbprint) which will then be used for making purchases. This “biometric signature” will assure that accounts are charged properly and will not require students to provide ID numbers for future purchases. Please note that your child’s fingerprint will be stored as a numeric representation, and the fingerprint itself is deleted automatically after the print is taken.

We urge you to take full advantage of this new system by making deposits into your child’s student account on a monthly or annual basis. You are free to choose the amount of each deposit. Any money that is not spent by the end of the school year will be available the following school year. If you have any enrollment issues or questions about this new Fast Break billing program, please contact the Plum Market Food Service Helpdesk at 248.487.7008 or fastbreak@plumfoodservice.com.

Sincerely,

Kristine Lee
Campus Director DCDS
Plum Market Food Service