



# ROXBURY TOWNSHIP PUBLIC SCHOOLS

## BOARD OF EDUCATION BUSINESS OFFICE

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### Important Notice for Roxbury School Community: Transition to Pay School Central for Online Payments

Dear Roxbury School Community Administration, Staff, and Families,

We are writing to inform you of an important update regarding our online payment platform for school lunches, school fees, field trips, and community school services. To enhance your experience with online payments, we are transitioning to a new system called **Pay School Central**.

This new platform will replace **My School Bucks**, which will no longer be available for use after **July 31, 2025**. We are committed to making this transition as smooth as possible for everyone.

Here are a few key details you need to know:

- **Balance Migration:** Any current balances you have on your student accounts in My School Bucks will be securely migrated over to the new Pay School Central system prior to July 31, 2025. You do not need to take any action regarding existing funds.
- **Auto-Payments:** If you currently have an auto-payment feature set up through your bank (e.g., recurring payments directly from your checking account) for My School Bucks, **it is crucial that you disable this feature immediately**. Once Pay School Central is fully operational and you have created your new user profile, you will then be able to re-establish auto-payments directly within the new platform.

Further information, including instructions on how to set up your new Pay School Central account, will be provided in the coming weeks. We appreciate your patience and cooperation as we implement this improvement.

Should you have any immediate questions, please do not hesitate to contact the business office at (973) 584-6099.

Thank you for your continued support of the Roxbury School Community.

Sincerely,

Joseph Mondanaro

School Business Administrator