



CHILDCARE PROGRAM INFORMATION

- Electronic Invoicing is an available option. When you complete your application, provide us with the email address and we will email your invoice to you.
- A \$50 deposit is required with your childcare application.
- Online Payment is now available. Parents will be able to pay for their childcare services online at www.schoolcafe.com. **Here's how:**

This is what the school café Dashboard looks like. You select “make a payment”

Dashboard

Manage your student accounts, apply for free or reduce benefits, and more!

Add a Student Make a Payment Apply for Free or Reduced Benefits

This is the 1st screen you will see for food service payments – Select “next” at the bottom right to go to “District Items”

ke up to 24 hours for the district's server to update information.
subtotal, excluding convenience fee, should be between \$20.00 and \$500.00.
1) payment subtotal, excluding convenience fee, should be between \$20 and \$1000.
fee will be charged on all online Food Service payments.
fee will be charged on all online District Items (non-food) payments.

Food Service District Items Review & Submit Confirmation

Food Service Payment

Note: The Food Service payment subtotal amount should be between \$20.00 and \$500.00.

Balance	Payment
\$20.00	\$ <input type="text"/>
Subtotal:	\$0.00

Next →

Here you will be able to check the box marked "Childcare Services Payment"

will be charged on all online District Items (non-food) payments

Food Service **District Items** Review & Submit

Other District Payments

Note: The District payment subtotal amount should be between \$20.00 and \$1,000.00.

Item	Amount
<input checked="" type="checkbox"/> Childcare Services Payment	\$ 0.00
Subtotal:	\$0.00

Then just put in the dollar amount you want to pay on your account and complete the process by selecting your payment method and reviewing and confirming your transaction.

- Payments may also be made by mail or in person at:
Montessori Regional Charter School – Childcare Program
3750 West 26th Street
Erie, PA 16506

**Check or money order is preferred –
We are not able to make change so if paying by cash, please have the exact amount.**

If you have any questions, please email childcare@mrcserie.org