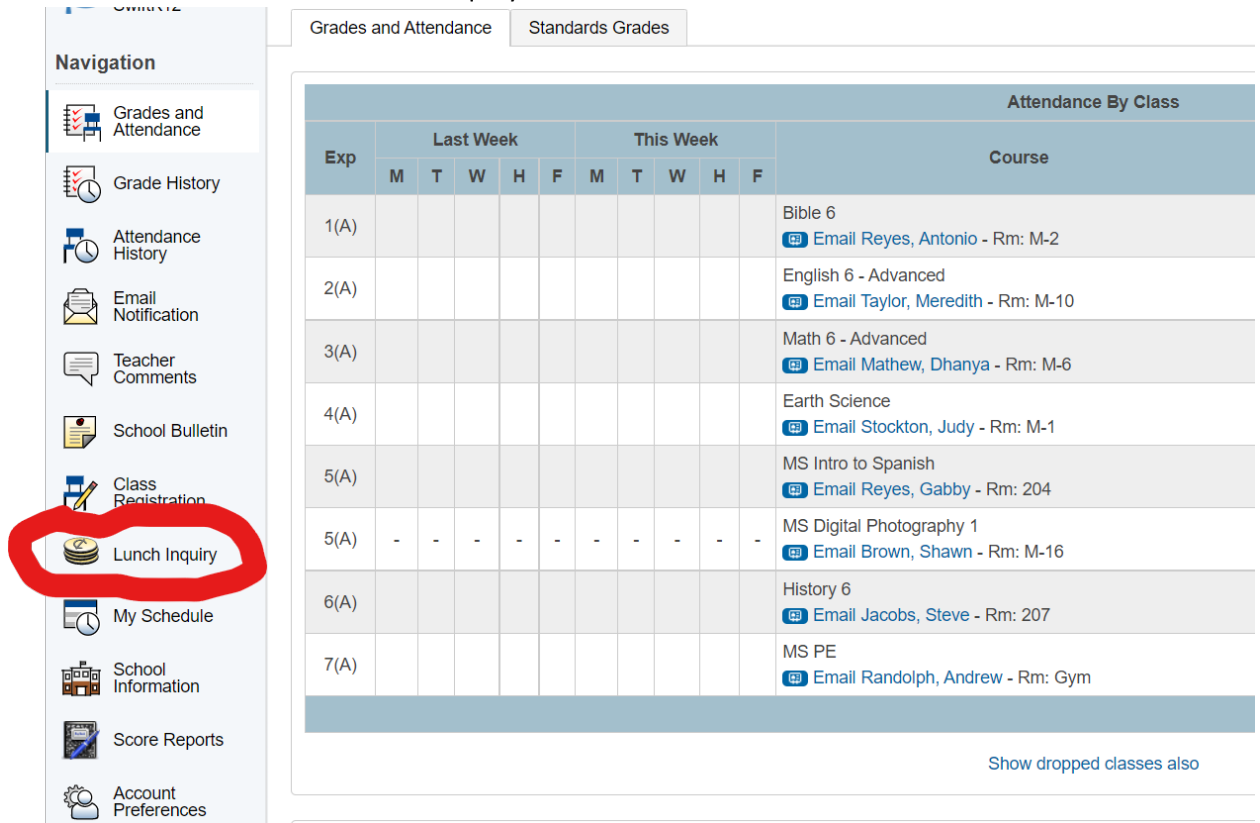


How to change the lunch/snack bar credit limit through Power School parent portal

1. Login to the Power School parent portal. <https://go-vcs.powerschool.com/public>
2. On the left hand side click on Lunch Inquiry.

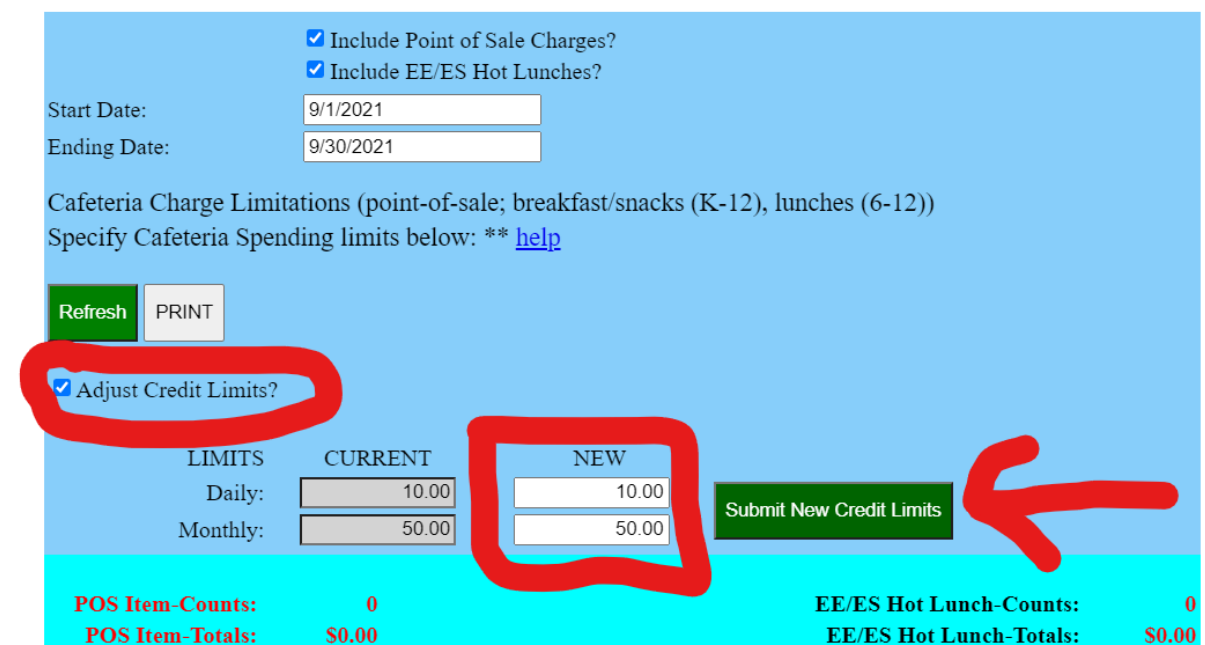


The screenshot shows the Power School parent portal interface. On the left, a 'Navigation' sidebar lists various options. The 'Lunch Inquiry' option, represented by a stack of coins icon, is circled in red. The main content area displays a table titled 'Attendance By Class' with columns for 'Exp', 'Last Week' (M-F), 'This Week' (M-F), and 'Course'. The table lists several classes and their respective teachers and room numbers. A red arrow points to the 'Lunch Inquiry' option in the sidebar.

Exp	Last Week					This Week					Course
	M	T	W	H	F	M	T	W	H	F	
1(A)											Bible 6 Email Reyes, Antonio - Rm: M-2
2(A)											English 6 - Advanced Email Taylor, Meredith - Rm: M-10
3(A)											Math 6 - Advanced Email Mathew, Dhanya - Rm: M-6
4(A)											Earth Science Email Stockton, Judy - Rm: M-1
5(A)											MS Intro to Spanish Email Reyes, Gabby - Rm: 204
5(A)	-	-	-	-	-	-	-	-	-	-	MS Digital Photography 1 Email Brown, Shawn - Rm: M-16
6(A)											History 6 Email Jacobs, Steve - Rm: 207
7(A)											MS PE Email Randolph, Andrew - Rm: Gym

Show dropped classes also

3. Check the box next to the words "Adjust Credit Limits?"
4. Change the Daily and monthly limits under the new column.
5. Click Submit new credit limits.



The screenshot shows the 'Adjust Credit Limits?' form in the Power School parent portal. The form includes checkboxes for 'Include Point of Sale Charges?' and 'Include EE/ES Hot Lunches?'. It also has fields for 'Start Date' (9/1/2021) and 'Ending Date' (9/30/2021). Below these, it states 'Cafeteria Charge Limitations (point-of-sale; breakfast/snacks (K-12), lunches (6-12))' and 'Specify Cafeteria Spending limits below: ** help'. There are 'Refresh' and 'PRINT' buttons. The 'Adjust Credit Limits?' checkbox is circled in red. Below this, there are columns for 'LIMITS', 'CURRENT', and 'NEW'. The 'NEW' column has input fields for 'Daily' (10.00) and 'Monthly' (50.00), which are also circled in red. A red arrow points to the 'Submit New Credit Limits' button. At the bottom, there are summary rows for 'POS Item-Counts', 'POS Item-Totals', 'EE/ES Hot Lunch-Counts', and 'EE/ES Hot Lunch-Totals'.

LIMITS	CURRENT	NEW
Daily:	10.00	10.00
Monthly:	50.00	50.00

Submit New Credit Limits

POS Item-Counts: 0
POS Item-Totals: \$0.00
EE/ES Hot Lunch-Counts: 0
EE/ES Hot Lunch-Totals: \$0.00