



# It's back! Everyone's Favorite, Pizza Day!

## Lunch Dates & Registration Instructions

Pizza will be provided by Jimano's in Gurnee. Lunch will include 1 slice of a 16" pizza (each pizza is 8 slices) and fresh fruit at a cost of \$5, with additional slices of pizza available for \$2 per slice. There will also be a Gluten Free Cheese Pizza option starting at \$7. All pizza registrations must be done online via your PowerSchool account. <https://pccs.powerschool.com/public/home.html>

For additional questions on pizza email: [PSOTreasurer@pccharterschool.org](mailto:PSOTreasurer@pccharterschool.org)

### **Cost\*:**

\$5.00 per event for 1 slice of 16" Cheese or Pepperoni & Seasonal Fruit

\*Each additional slice ordered is \$2

\$7.00 per event for 1/2 of a 10" Cheese or Pepperoni Gluten Free Pizza & Seasonal Fruit

\*Each additional 1/2 a pizza is \$5

<b>Payment &amp; Registration Due Date</b> *Please note we cannot accept any orders after 12:00pm on the specified due date	<b>Lunch Date</b>
Monday, <b>December 10, 2018</b>	Friday, <b>December 14, 2018</b>
Monday, <b>February 25, 2019</b>	Friday, <b>March 01, 2019</b>
Monday, <b>May 06, 2019</b>	Friday, <b>May 10, 2019</b>

**If you can help serve please contact your Classroom Coordinator!**

**\*Please note that there will be no refunds given and pizza will not be sent home if your child is absent or unable to participate in the event once signed up. Thank you for your understanding.**

# How to Place Your Pizza Order

**You may only register for Pizza Day online via your PowerSchool account**

1). Log into Powerschool and select Pay Fees from the Navigation Bar on the left hand side of your screen

<https://pccs.powerschool.com/public/home.html>

2). The first time utilizing the Pay Fees feature of PowerSchool, you will need to choose the “Set-up Account” button and mark the box to “Agree to the terms”. Once you hit the “Accept” button you will be logged in Edutrack. Going forward you will be immediately directed to Edutrack once you select “Pay Fees” in Powerschool

3). Choose the Soccer Ball Icon to access the Categories Menu in Edutrack. You should then see Categories appear along the left side of your screen

4). Choose PSO Fundraisers from the Categories menu - you will see options to register for the programs that are currently being offered

- Things to keep in mind:
  - Please complete a separate registration for **EACH** student and for **EACH** pizza day event you want to register for
  - Add each individual registration to your basket
  - Once you have completed all of the desired registrations for your child(ren) you can check-out
  - Follow the steps at check-out to make payment via credit card (a service fee will apply)

**Or**

- To make payment via check or cash please change the amount for each item in your basket to \$0 and complete the transaction. You will need to print the receipt at the final stages of check out and send payment via cash or check to the Business Office to finish your registration. **Please make your check payable in-full to PCCS PSO and write Pizza Day on the memo line**
- Payment and registration must be received in the Business Office by the due date to be able to participate in the desired event. Late registrations will not be accepted.

For questions regarding PowerSchool, please contact Frances Verenski at 847-543-9722