

Logging into seeing your Lunch Balance Account

Follow these Steps

1. Go to Humphrey Public Schools App – Click on **Lunch Balance**
2. Click on the link “**Click to see Lunch Balance**”
3. Near the bottom, Click on the **ORANGE** Link “**Click here to begin our setup process**”
 - a. Fill out the new account Registration
 - i. IF you are told you have an account already go **BACK** and click on Log in Assistance and click on I forgot my Password to generate a password change link
 - b. Click on the Boxes to **ACCEPT THE AGREEMENT**
4. You need to respond to 2 different emails
 - a. **Wordware Activation Required** – Respond by clicking on the link – **DO NOT ADD A FAMILY ACCOUNT AT THIS TIME**
 - b. Welcome to Wordware – No response, but make sure you get this email
5. Send an email to: lunch@humphrey.esu7.org to request your family account and let me know who your kids are (for me to verify your family is in correctly)
6. Once your family code has been sent to you, log back in and click on the PLUS + sign to add your family
7. Once complete, you are done and can check your balance anytime! You can sign up for emails to let you know when you are low on funds

ADD FUNDS is NOT activated at this time. This is ONLY to check your balance!

The Lunch Balance you see in the POWERSCHOOL App is NOT correct, but it IS Correct when you use the HUMPHREY PUBLIC SCHOOL app!

If you have ANY Problems, please email or Call Mitzi Luedtke for help
mitziluedtke@humphrey.esu7.org or 402-923-1230

