



★ Families with Multiple Students ★

- Submit a lunch order **for each child individually**.
- Switch students using the **student name in the top-right corner** of MySchoolWorx.
- You will receive **individual email invoices** for each students order.
- You can still **pay all invoices at once** after logging in to the invoice payment portal by selecting all invoices before clicking **Pay Invoices**.

Step 1: Log in to MySchoolWorx

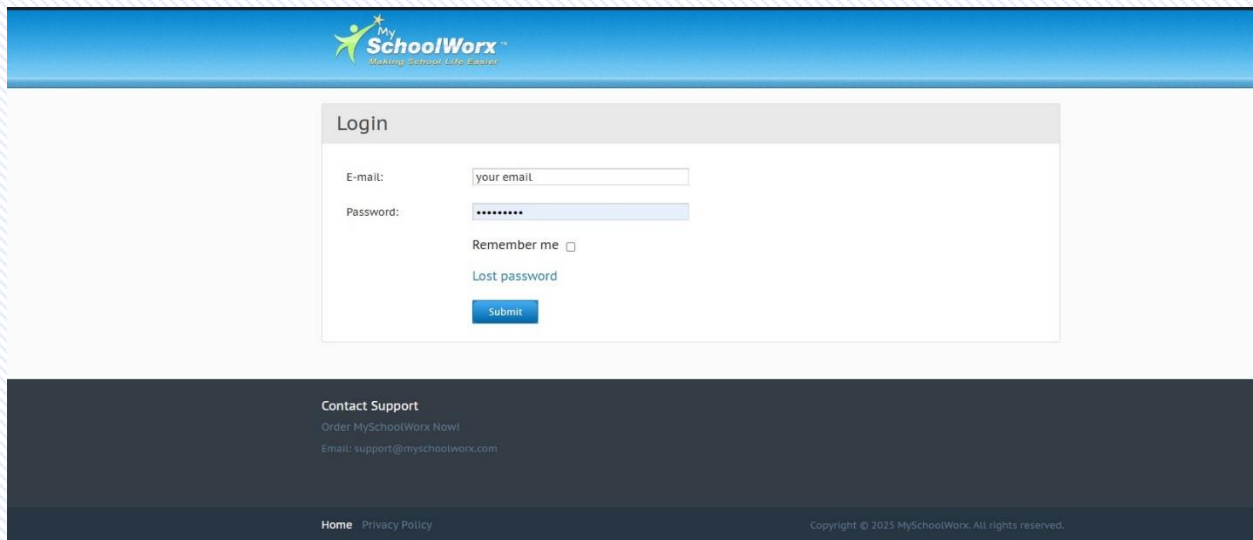
Go to **www.myschoolworx.com** and click **Login** in the top right corner.



If you are already logged in to MySchoolWorx, you can skip to Step 3.

Step 2: Sign in

Enter your email address and password, then click **Submit**.



The screenshot shows the MySchoolWorx login interface. At the top is a blue header with the MySchoolWorx logo and tagline "Making School Life Easier". Below the header is a white box titled "Login". Inside this box, there are two input fields: "E-mail:" with a placeholder "your email" and "Password:" with a masked password "*****". Below the password field is a "Remember me" checkbox and a link "Lost password". At the bottom of the login box is a blue "Submit" button. Below the login box is a dark grey footer section with the text "Contact Support", "Order MySchoolWorx Now!", and "Email: support@myschoolworx.com". At the very bottom is a dark grey bar with links "Home" and "Privacy Policy" on the left, and "Copyright © 2025 MySchoolWorx. All rights reserved." on the right.

MySchoolWorx
Making School Life Easier

Login

E-mail:

Password:

Remember me ☐

[Lost password](#)

Contact Support
Order MySchoolWorx Now!
Email: support@myschoolworx.com

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If you need help logging in contact the Academy Office at 972-539-7284

Step 3: Open Lunch

From your student's dashboard, click the **Lunch** icon.

The screenshot shows the Grace Christian Academy student dashboard. At the top, the header includes the school name, a language selection dropdown, and a user profile for 'DAVID' with a dropdown arrow. Below the header is a navigation bar with icons for Dashboard, Message, Calendar, Class, Homework, Account, Lunch (circled in red), Alerts, and Reports. The main content area is divided into several sections: 'Live Results' showing Class GPA; 'Live Report Card' with a list of classes and grades; 'Attendance' showing absence and tardy details; 'Upcoming Assignments' showing a table of assignments; and 'Upcoming Events' showing a calendar for July 2026. A red box highlights the Lunch icon and a text box explains that the user should select the child for whom they want to order lunch.

Please note which child you are ordering hot lunch for. If the child's dashboard you are viewing does not want hot lunch, click here to open the drop down menu and choose the child who you want to order lunch for.

Due Date	Assignment	Type	Class
No record found.			

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Step 4: Select Your Lunch

Use the + and – buttons to choose the lunch items for that student.

THURSDAY Aug 13th	FRIDAY Aug 14th
No Lunch Provided	Choose 1 for this student only. Select the next child (top right) to order for another student.
	Hot dog, chips, dessert and a drink (\$6.00) - 0 +
	Extra hot dog (\$1.00) - 0 +

Please note the date that you are ordering lunch for as well as the instructions to **only choose one lunch per student.** (Lunches will be ordered the week before for the following Friday.)

Lunch: > August 10 - August 14, 2026

Please note that the amount shown is for cash or ACH payment. When paying by credit or debit card, card processing fees apply and are added to your invoice.

Please Note : If your student brings a lunch from home, no lunch ticket needs to be submitted for that day.

WEEK : Aug 10 - Aug 14  10 [Next Week \(August 17 - August 21\)](#) ➡

[Submit Lunches for This Week](#)

MONDAY Aug 10th	TUESDAY Aug 11th	WEDNESDAY Aug 12th	THURSDAY Aug 13th	FRIDAY Aug 14th
No Lunch Provided	No Lunch Provided	No Lunch Provided	No Lunch Provided	Choose 1 for this student only. Select the next child (top right) to order for another student.
				Hot dog, chips, dessert and a drink (\$6.00) - 1 +
				Extra hot dog (\$1.00) - 1 +

When finished, click **Submit Lunches for This Week**.

Lunch: > August 10 - August 14, 2026

Please note that the amount shown is for cash or ACH payment. When paying by credit or debit card, card processing fees apply and are added to your invoice.

Please Note : If your student brings a lunch from home, no lunch ticket needs to be submitted for that day.

WEEK : Aug 10 - Aug 14 10

[Next Week \(August 17 - August 21\)](#)

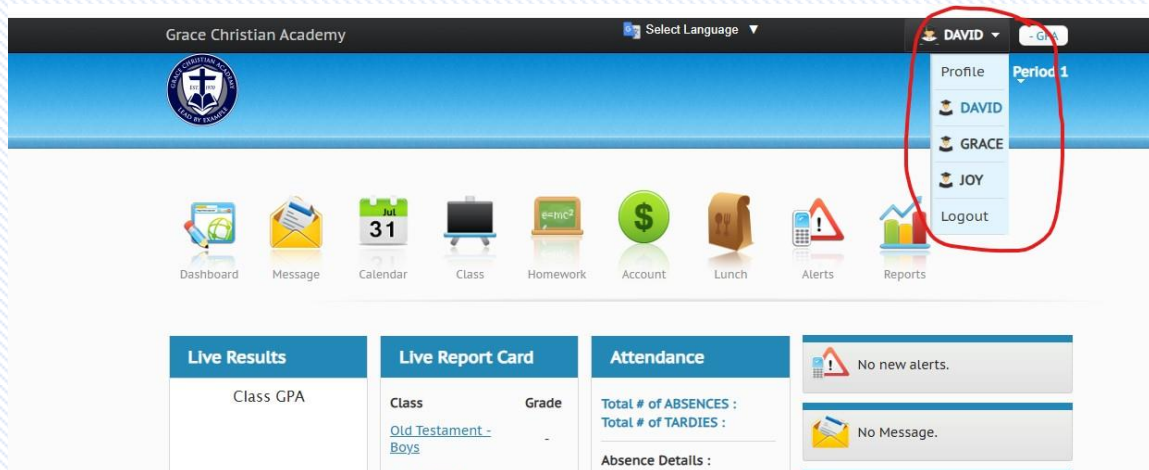
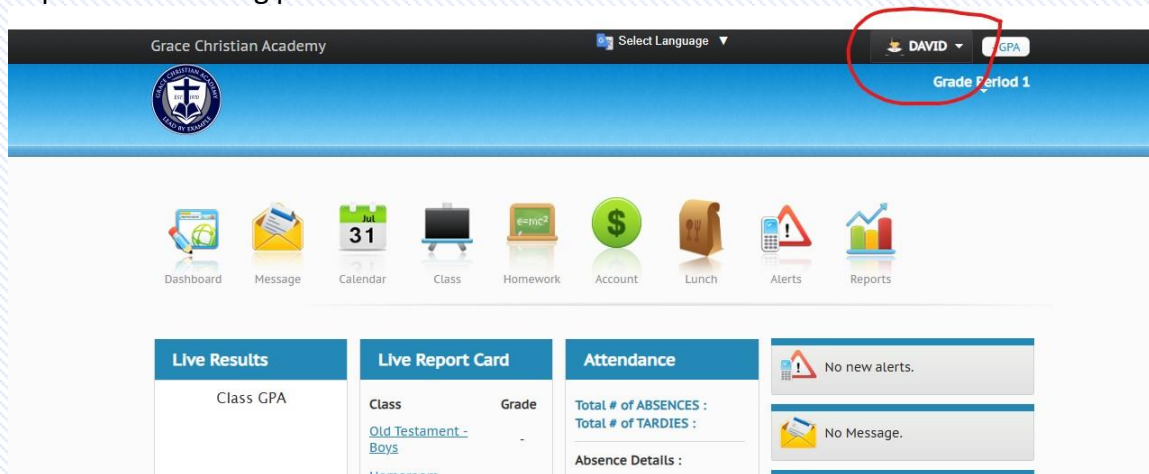
Submit Lunches for This Week

MONDAY Aug 10th	TUESDAY Aug 11th	WEDNESDAY Aug 12th	THURSDAY Aug 13th	FRIDAY Aug 14th
No Lunch Provided	No Lunch Provided	No Lunch Provided	No Lunch Provided	Choose 1 for this student only. Select the next child (top right) to order for another student. - 1 + Hot dog, chips, dessert and a drink (\$6.00) - 1 + Extra hot dog (\$1.00)

Step 5: Repeat for Each Student

If you have more than one child:

1. Click your student's name in the **top-right corner**.
2. Select your next child.
3. Click **Lunch** again.
4. Repeat the ordering process.



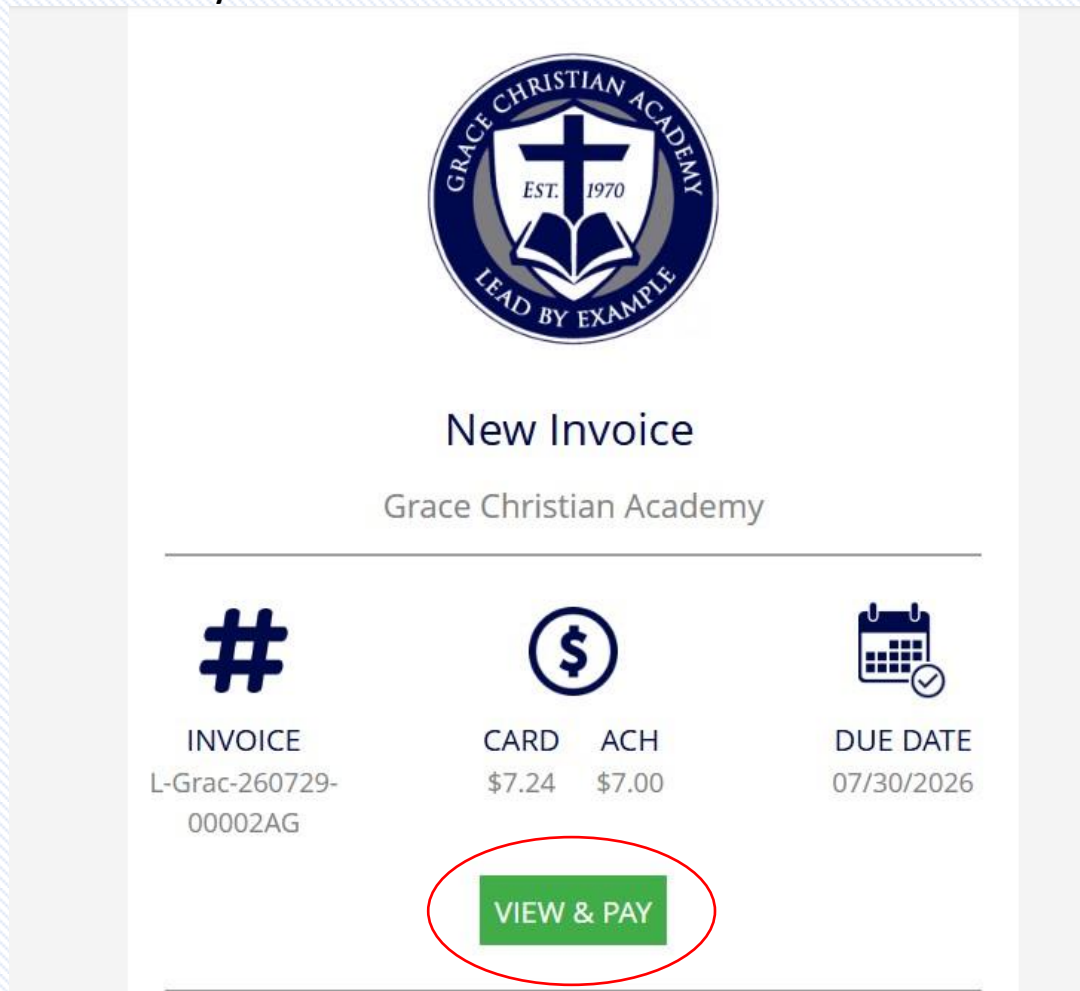
Each child must have his or her own lunch order submitted.

Lunch selections do **not** carry over to siblings automatically and we will not know which student ordered if it shows that the oldest sibling ordered 2 lunches but they have 4 siblings. It needs to show under each student's name.

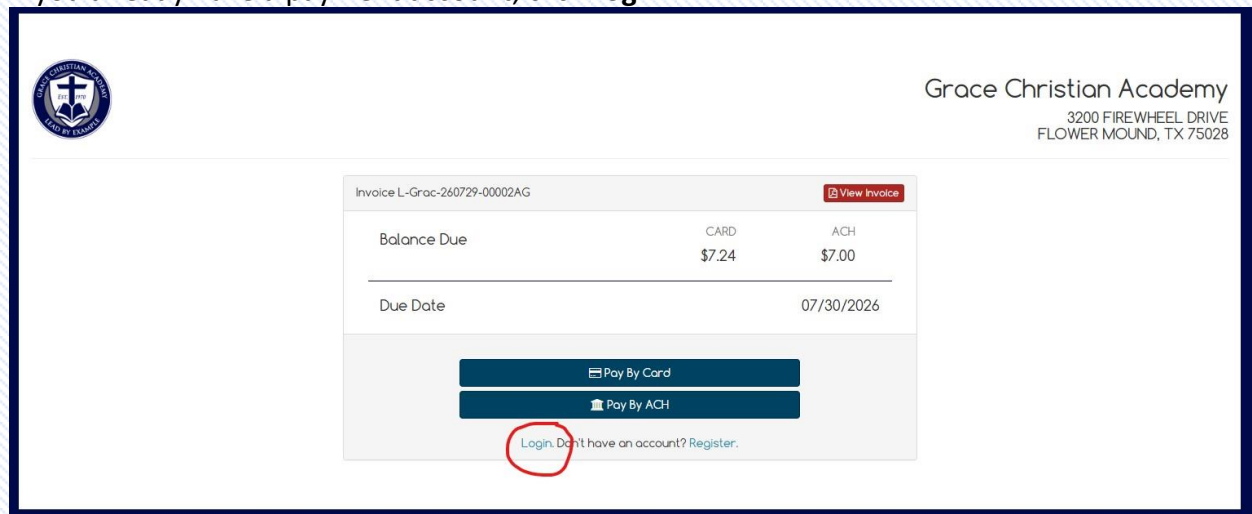
Step 6: Watch for Your Invoice Emails

After each lunch order is submitted, you will receive a **separate invoice email for each child**. Instructions are included below to pay all at one time instead of each individual invoice.

Click **View & Pay** in the email.



If you already have a payment account, click **Login**.



If you do not yet have an account, choose **Register/Sign Up** to create one.

Or log in if you do have an account created.



GRACE CHRISTIAN ACADEMY
EST. 1970
LEAD BY EXAMPLE

Login to Your Account

Username/Email

Password

☐ Remember me?

Log in

[Forgot your password?](#)

Don't have an account? [Sign Up](#)

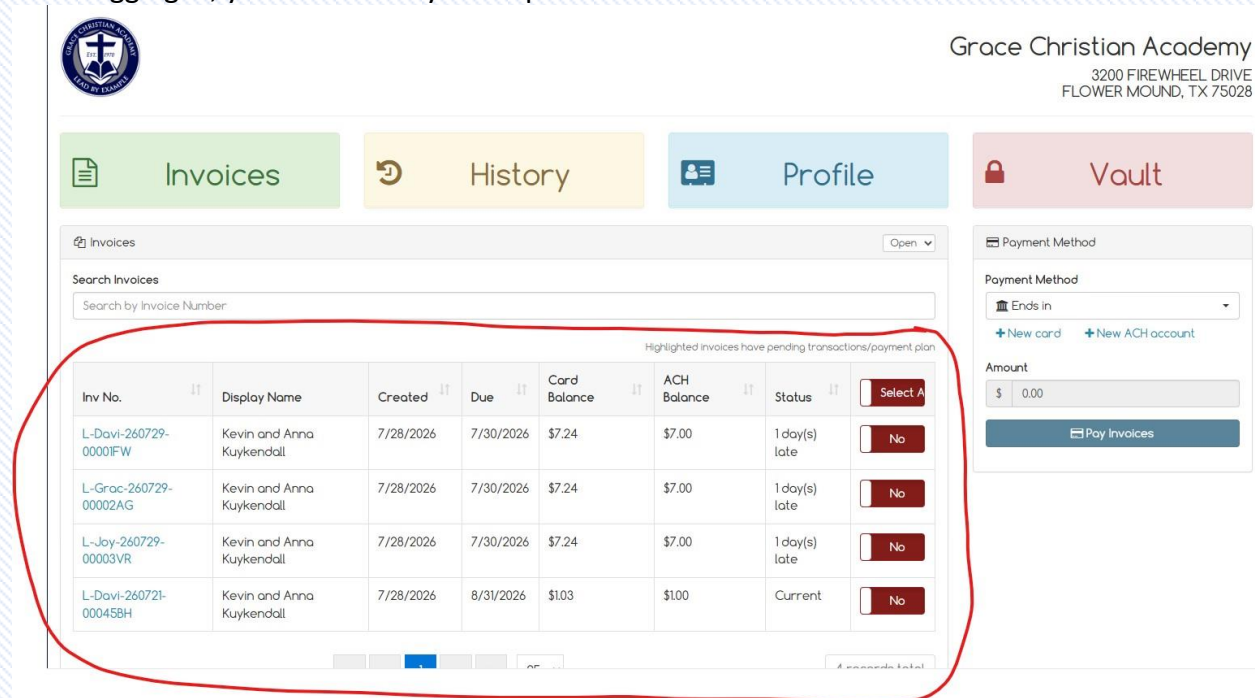
[User Agreement](#), [Terms of Use](#) & [Privacy Policy](#).

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Step 7: Pay Your Invoices

You may pay your invoices straight from your email or from the payment portal.

After logging in, you'll see all of your unpaid invoices.



Grace Christian Academy
3200 FIREWHEEL DRIVE
FLOWER MOUND, TX 75028

Invoices History Profile Vault

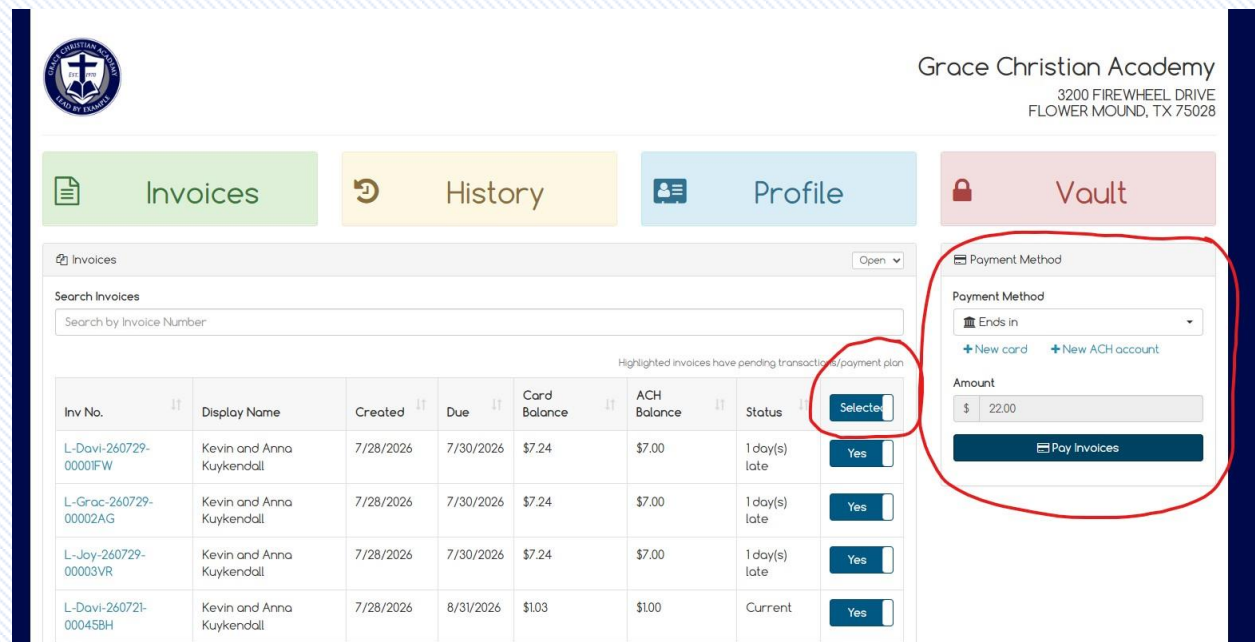
Search Invoices
Search by Invoice Number

Highlighted invoices have pending transactions/payment plan

Inv No.	Display Name	Created	Due	Card Balance	ACH Balance	Status	Select
L-Davi-260729-0000FW	Kevin and Anna Kuykendall	7/28/2026	7/30/2026	\$7.24	\$7.00	1 day(s) late	No
L-Grac-260729-00002AG	Kevin and Anna Kuykendall	7/28/2026	7/30/2026	\$7.24	\$7.00	1 day(s) late	No
L-Joy-260729-00003VR	Kevin and Anna Kuykendall	7/28/2026	7/30/2026	\$7.24	\$7.00	1 day(s) late	No
L-Davi-260721-00045BH	Kevin and Anna Kuykendall	7/28/2026	8/31/2026	\$1.03	\$1.00	Current	No

Payment Method
Payment Method
Ends in
+ New card + New ACH account
Amount
\$ 0.00
Pay Invoices

Turn **Selected** to **Yes** for each invoice you wish to pay, then click **Pay Invoices**.



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Invoices History Profile Vault

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L-Joy-260729-00003VR	Kevin and Anna Kuykendall	7/28/2026	7/30/2026	\$7.24	\$7.00	1 day(s) late	Yes
L-Davi-260721-00045BH	Kevin and Anna Kuykendall	7/28/2026	8/31/2026	\$1.03	\$1.00	Current	Yes

Payment Method
Payment Method
Ends in
+ New card + New ACH account
Amount
\$ 22.00
Pay Invoices

You may pay **all of your children's lunch invoices in one transaction** by selecting all of them before clicking **Pay Invoices**.

Payment Confirmation

After payment is complete, you will receive **two emails**:

- A **Paid** confirmation email showing the invoice has been paid.
- A **Payment Receipt** for your records.



Paid

Grace Christian Academy



INVOICE

L-Davi-260721-
00001BH



AMOUNT

PAID

[VIEW](#)



PAID DATE

07/21/2026



Grace Christian Academy

3200 FIREWHEEL DRIVE, FLOWER MOUND, TX 75028

(972) 539-7284

Thank you for your business!

Type	[REDACTED]
RespMSG	Approved
Reference Id	[REDACTED]
Account Number	[REDACTED]
Total	\$3.10
Processed	7/21/2026 1:41PM
Invoice Number	L-Davi-260721-00001BH

Thank you for your patience and cooperation as we work to improve our lunch ordering and payment process. We know that learning a new system can take a little time, and we truly appreciate your understanding. We believe this new process will provide families with greater control over their payment accounts while creating a more efficient and streamlined experience for both your family and our school. Thank you for partnering with us as we continue to improve our systems! If you have any questions or need assistance, please contact the Academy office.
