

Rogers Adventist School

2023-24 Hot Lunch Program

Guidelines

Overview

- ❖ Hot lunch is served Monday–Thursday, except on days with noon dismissal.
- ❖ Menu is lacto/ovo vegetarian, with vegan options. Emphasis on nutritious meals with salad and fruit offered daily. Many entrees are made from scratch, as well as bread and cinnamon rolls. Dessert is limited to one day per week.
- ❖ Lunch Start date: Monday, August 28

Pricing

Grades K-2:	\$6.25/ea.
Grades 3-8:	\$6.75/ea.
Grades 9-12:	\$7.50/ea.

Payment Options

- ❖ **Lunches must be prepaid prior to or on the day they are eaten.** Prepaid Lunch accounts have been activated in the FACTS payment system to enable families to pre-fund student lunch costs. The school will track student consumption of lunches and apply charges at the end of each week, reducing the balance in the prepaid lunch account.
 - An email invite to deposit funds in the prepaid lunch account will be sent out the week before school starts.
- ❖ When the prepaid lunch account balance is used up, families will receive a low balance alert, and can then log into FACTS and add additional funds to the account.
 - If the prepaid account goes into negative status and is not replenished, families will be asked to make alternative lunch arrangements for their children until the account is re-funded.
- ❖ Alternatively, families can make lunch pre-payments directly to the school with cash or check. Payments made at the school may be deposited into the secured drop slot located on the left-hand side of the front doors, or students may drop off payments at the front office when they arrive at school in the morning.

Lunch Pre-Orders (optional)

- ❖ Families who want to look at the weekly or monthly lunch menu and decide ahead of time which meals their students will want, may do so through the Renweb/FACTS student portal.
- ❖ Pre-ordering can help families have an idea of how much they should have on deposit in the prepaid lunch account to cover lunches for the week or month, and can also help cafeteria staff plan ahead for food purchases.

Pre-Order Process

- Go to: FACTS Family Portal Login, District Code: VAS-WA.
- Select “Lunch” under the “Student” drop-down menu
- Select the week or month on the lunch calendar to see the daily lunch menu
- To pre-order lunches, select “Create Web Order,” then enter quantity of 1 for each day of lunch items desired. Each child within the family will show up with a separate lunch list.
- Selections will be saved and set up as a pre-order.
- Once orders are set up, you can go back and view the lunch calendar, and the items you selected will be highlighted on the calendar. If you wish to add to or change any pre-orders, go back into “Create Web Order” and adjust quantities accordingly, then hit “enter” or select “order items” at the end of the page to save your changes.
- Pre-orders will NOT be charged against your Prepaid Lunch account until after lunches are eaten.
- If a student is not at school on a day they had pre-ordered lunch, families will NOT be charged for that missed lunch.

Questions?

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