SJRS Lunch Program Information Letter
2025-2026 School Year

Hello SJRS Family! Welcome back to school! We are continuing to work hard to improve our SJRS Family's lunch experience. That being said, please read this letter carefully as there are many changes to our lunch program. A primary change is that the majority of our lunch program information and links will now be housed on our school website. Please click www.sjrschool.com/Lunch for all links and important information. This school year it is extremely important to ensure that all Option C email addresses are updated to the correct account. All notifications for free and reduced-price meal applications as well as direct certification notices will be emailed directly to the email account listed in Option C under the Family Email account. Please update them ASAP.

First and foremost, our lunch program will begin on **September 2, 2025**. Students will need a packed lunch from home until that date.

- Lunch with milk will be **$4.50** per day
- If your child is not ordering lunch, a milk and/or a may still be ordered a la carte. The cost of milk will be $0.50 per day.
- If you prefer, we offer an alternative lunch with milk daily. This will also be $4.50 per day
- If your child has a food/milk allergy please print the Medical Care Plan form on the SJRS website @ www.sjrschool.com/Lunch and have it filled out by your child's doctor. Please then return it to the school office Attn: Laurie Daukshus

All menu items will continue to be Pre-Ordered and Pre-Paid for the 2025-26 School Year

- We will utilize a Google Form for collecting daily lunch orders on a month-by-month basis. In other words, parents will be ordering lunch monthly again this school year. **Failure to order by the deadline will mean that the student will need a lunch packed from home for the entire month.** The form will be posted on the SJRS website @ www.sjrschool.com/Lunch
    - The Google form will need to be filled out for each student in your household by the cutoff date on the form. Again, if you miss the cutoff date, the student will need a lunch packed from home for the entire month. An Option C alert will inform parents of the opening and closing dates for each form.
- School Café will be utilized for all other lunch functions. These include the below:
    - **Secure Payment System:**
        - Convenient online payment options. Parents are able to enter a bulk payment for their student(s); i.e. $100 at a time. Parents also have the option to set up automatic payments when your student's account reaches a set minimum balance. *Cash or check sent into school is still available. Please use an envelope with the **Student's Name and Lunch** written on it so I, and the office, know who is sending in money and for what purpose. This is extremely important! *
        - Secure handling of all transactions to ensure the safety of your financial information.
    - **Account Management:**
        - Students are provided individual 3-digit PIN numbers that they will enter at the end of the lunch line to confirm lunch purchases. These will reflect what was ordered on the monthly Google form.
        - Parents can easily view the account balance.

        - Automatic low-balance alerts to keep accounts funded.
    - **Allergy Management:**
        - Ability to flag allergies and receive alerts for allergen-containing meals.
        - Ensures a safer dining experience for students with food allergies.
    - Access Your Child's Account on www.schoolcafe.com/SJRS or download the School Café app in the Google Play or Apple App Store
        - Account creation required – Instructions are posted @www.sjrschool.com/Lunch

SJRS Policy on Student Funds:

- If your child(ren)'s account reaches a negative balance, a letter will be emailed to you informing you that you have a negative balance. Please pay the balance immediately. If your account balance is negative at the end of the year, it will be added to your tuition bill.
- If your child(ren)'s account has positive balance at the end of school year, it will roll to the next school year as the beginning balance.

Free and Reduced-Price Meal Applications:

- Applications for the Free and Reduced-Price Meal Program will be available starting 8/11/25. We encourage all eligible families to apply. To see if you are eligible, please read the Letter to Households found at www.sjrschool.com/Lunch. Apply at any time during the school year.
- Online applications are available at www.schoolcafe.com/SJRS; the link and directions are on our school website at www.sjrschool.com/Lunch. A paper application may be picked up from the school office.
- **Please ensure that all Option C emails are updated to the correct account. All notifications for free and reduced-price meals as well as direct certification notices will be emailed directly to the email account listed in Option C as the Family Email.**

If you have any questions, please call the office (570) 668-2757 or email me @ ldaukshus@sjrschool.com

Thank you,
Ms. Laurie Daukshus
SJRS Lunch Program Director
ldaukshus@sjrschool.com

QR Code for School Café app