



LUMBERTON TOWNSHIP SCHOOL DISTRICT

33 Municipal Drive
Lumberton, NJ 08048

Robert J. Kraft
School Business Administrator/Board Secretary
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(609) 265-7709, ext. 6610
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Dear Lumberton Families:

The Lumberton Township School District offers both breakfast and lunch with a large variety of choices daily. Please refer to the chart below for pricing. The following pages provide more information in regards to payment methods, special diets, account restrictions, and contacting the cafeteria. The monthly menu and additional information regarding the breakfast and lunch program can be found under the Food Service section at www.lumberton.k12.nj.us

We encourage all families to apply for free meals. All determinations are kept strictly confidential and will not impact a student's meal choice in the cafeteria. The Application for Free and Reduced-Price School Meals is now available and is used to determine eligibility for meals, P-EBT benefits, reduced EDC tuition, state funding and any other additional benefits the State may offer. Families who qualify for either the free or reduced meal application status, will receive free meals. Even if you are classified as "reduced meal status," the meals will be provided at no cost. You may apply online at schoolcafe.com/LumbertonTownshipSD. If you do not have Internet access, paper applications will be available in your child's school main office. Questions regarding the application process may be directed to Jennifer Grimm at 609-261-2974 x2004 or by email at JGrimm@lumberton.k12.nj.us

Our online payment portal is SchoolCafe. To place funds on your child's cafeteria account, please log on to schoolcafe.com/LumbertonTownshipSD. Parents should log on to SchoolCafe to place money and permissions on their children's meal accounts prior to the start of school. If your family does not have a SchoolCafe account already established, click "Create Account". The registration process is simple and fairly quick. If you do not remember your child's student ID number, or you are new to the district, you may log into Genesis to locate it: <https://parents.c1.genesisedu.net/lumberton/sis/view?gohome=true>.

Students who participate in the Lumberton Breakfast Program will be served at least three of the four food groups each day and one of the items will be a fruit or vegetable. The required food groups for the breakfast program include fruit, vegetables, milk (fat-free chocolate or 1 percent white milk), and whole grain. Juice may be offered and is considered a serving of fruit. Students who participate in the Lumberton Lunch Program will be served at least three of the five food groups and one will be a fruit or vegetable. The required food groups for the lunch program are protein, grain, fruit, vegetable, and dairy.

Consider allowing your child to eat a nutritionally-balanced breakfast and lunch at school! Any food service questions should be directed to Dennis Sullivan, Sodexo's Food Services Coordinator in Lumberton at dsullivan@lumberton.k12.nj.us or 702-5555 x3912. Thank you.

Student Meal pricing:

Category	Paid	Reduced	Free
Breakfast	\$2.35	\$0.00	\$0.00
Elementary School Lunch	\$3.55	\$0.00	\$0.00
Middle School Lunch	\$3.65	\$0.00	\$0.00

Sincerely,

Robert J. Kraft

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Business Administrator/Board Secretary

**LUMBERTON TOWNSHIP SCHOOL DISTRICT
CAFETERIA SERVICES**

32 Dimsdale Drive

Lumberton, NJ 08048

Phone (609) 702-5555 ext.3912

Dennis Sullivan, Food Service Director

The Lumberton schools' cafeteria uses a computerized debit system that tracks breakfast and lunch purchases and allows the option to pay in advance for meals/snacks. Students enter a personal identification number (PIN) to access their account. **Students' PIN numbers are a five-digit code**, located on their Student ID card and/or class schedule. All students purchasing food in the cafeteria MUST input a PIN number. Money is deducted only when students use their account; the system knows the type of meal and deducts the money accordingly.

To prevent fraudulent system use, the account user's digital photo appears on the cashier's monitor each time the account is accessed. Only the student whose image matches the photo may use that account.

Advanced Payment Methods

Method #1: Pay Online with SchoolCafe using a Credit Card or E-Check

Use a credit card to deposit money into a student account, or view a student's last 30 days of activity, at www.schoolcafe.com. There is a \$2.25 surcharge (charged to the user's credit card) to use the online deposit system; there is no charge to view participation reports and account balances.

Using the E-Check method, the parent designates a monetary amount that is automatically withdrawn from a bank account to replenish funds directly into a student's lunch account. This is automatically done when a child's lunch account falls below the parent's designated minimum. Each transaction will also deduct a \$2.25 fee from the bank account. Register/set up payments via www.schoolcafe.com.

Method #2: Pay at School with Prepaid Envelopes with Cash or Check Use the Cafeteria Advanced Payment Form below to send in with each deposit throughout the year. Please have your son/daughter deliver the completed payment form and cash or check in a sealed envelope to their homeroom teacher for processing. Make check payable to **Lumberton Township Cafeteria**. When account balances reach a negative status the system will notify parents via e-mail, if they provide an e-mail address.

Accounts and Cafeteria Services

Payment Stipulations for Checks and Cash

Parents may not send one check for children in different schools; they must send a separate check to each school their children attend.

Negative Balance Notification

Negative balance notices are sent out once a week, every Thursday. Parents or guardians who provide an up-to-date e-mail address will receive a negative balance notification as soon as it is sent out. Parents or guardians who do not provide an e-mail address will receive a hard copy of their negative balance notification, which could take several days to receive, from printer to student. You may also view your family's purchase history and lunch balance on schoolcafe.com.

Lunch Charging

"Charging" is a term used in the cafeteria to refer to a child who requests lunch, but whose account has a negative balance. Lunch charging has nothing to do with a parent's credit card transactions or credit limit. **Students are permitted to charge breakfast and lunch only.** It is the expectation that payment will be made the next day or shortly thereafter. **The purchase of snacks and a la carte items requires cash on the account-charging of these items will not be permitted.** That being said, it is most beneficial to students for parents or guardians to keep lunch accounts up-to-date. If there is a financial burden or special circumstances affecting your child's account, please contact Dennis Sullivan at 609-702-5555 ext3912.

Account Restrictions (Prevention of Food Purchases)

Parents and guardians can put "restrictions" on their children's accounts, in order to block the purchase of certain food items such as snacks. In order to do so, provide a small description on the Cafeteria Advanced Payment form, such as "Snacks on Friday only", "No snacks allowed", "Snacks with cash only", "1 snack daily" etc. or email dsullivan@lumberton.k12.nj.us.

Updating Contact Information/ Allergies/ Food Restrictions

Any changes in contact information, such as email address or mobile phone numbers, must be updated via www.schoolcafe.com or by emailing Dennis Sullivan at dsullivan@lumberton.k12.nj.us.

If there are changes to your child's diet that restrict them from eating certain foods, a doctor's note must be submitted to the school nurse. The nurse will then notify the cafeteria and update the food restrictions on your child's lunch account. To view nutrition and allergen information related to our menu in advance, download the SoHappy app. Here, you can view the daily menu and see information specific to the food your child may purchase that day.

Cafeteria Advanced Payment Form

Student deposit form to be used with advanced cash/check payment USE FOR <u>EVERY</u> ADVANCED CASH/CHECK PAYMENT <i>Any unused account funds at the end of the year will roll forward the following school year to the student's meal account</i> Student Name _____ PIN# _____ Grade _ School: (circle one) AES BRS LMS Parent or Guardian Name _____		
Cash Amount \$ _____	Check Amount\$ _____	Check# _____ <i>(Make check payable to: Lumberton Township Cafeteria)</i>
<i>Provide e-mail address to receive low account balance notifications</i> E-mail address (print) _____ Please note any allergies or purchase restrictions you would like placed on your child's account (allergies require a doctor's note on file with the school nurse)		