



PREK4 All Day--ORDERING HOT & PIZZA LUNCH

This year, you will be able to order online for both Hot Lunch on Wednesdays and Pizza Lunch on Fridays for PreK4 All Day students who wish to have a Hot Lunch or a Pizza Lunch. Otherwise please be sure to pack a lunch for your student.

Log on to <https://rochester.mystudentsprogress.com>

- Enter your username (your email address) and password – contact Mrs. Fetzner in the office if you need to have your password resent. You will have 24 hours to use the temporary password.
- Click on the Cafeteria tab and then LUNCH
- A current month calendar will appear. Use the Green arrows to progress through the months (forward or backwards)
- Click on the Wednesday and Fridays that lists a menu for Hot Lunch and Pizza Lunch.
- When you are done with that date select Update All. (It looks like nothing happens but it is saving the information!)

PLEASE ORDER IN AT LEAST TWO MONTH INCREMENTS:

- **September and October Orders are due by FRIDAY SEPTEMBER 7th**
 - **November and December Orders are due by October 15th**
 - **January and February Orders are due by December 15st**
 - **March and April Orders are due by February 15th**
 - **May and June Orders are due by April 15th**

Please be prompt in your ordering. Late orders may not be able to be fulfilled.

Hot Lunches will begin Wednesday September 19th. Pizza Lunch will begin Friday September 21st.

(F.Y.I.- We will try to accommodate special orders i.e. 'No ham' on ham and cheese quesadilla or 'No Sauce' on pasta. 'Cheese only' pizza is only available during Lent otherwise Pepperoni Pizza is served.)

YOU WILL BE BILLED IN FACTS every two months! You may order all your menus at one time but you will be billed bi-monthly. This will be a separate bill than your tuition. Please make your payments promptly in order to keep the program running smoothly!

Please contact Karin in the office if you have any questions. **Thank You!**