

Welcome Back!

September 2022

My name is Shannon Loschiavo, the General Manager of Sodexo School Services, the food service provider for Stafford Township School District. I would like to take this opportunity to share with you some information about the district's food service program for this year.

Student meals are no longer FREE to all students. Households must apply for Free and Reduced meals. This can be done in Genesis, under the forms section. Please see this link: <https://parents.staffordschools.org/>

Oxycocus & Primary Learning Center: All meals will be pre-ordered by the parents/guardians at home. Please see these instructions:
https://www.staffordschools.org/cms/lib/NJ01001734/Centricity/Domain/25/Preorder%20Parent%20User%20Guide_FINAL.pdf

Ocean Acres, McKinley & Intermediate: Lunches will be pre-ordered in the classroom. Lunches will be consumed in the cafeterias.

ALL students must have an account in Pay Schools Central to be able to place orders. Please see the website for instructions on setting up an account. Menus can be found on the district website.

Since breakfast is the most important meal of the day, we have a breakfast program available district wide. **The breakfast program is available to ALL students in the district. If your child receives free or reduced lunch, they are eligible for free or reduced breakfast.**

Student Meal Charge Procedure

- If a child must charge, a charge letter will be emailed to parents the following lunch that day. If an email address is not provided, a letter will be sent home through the mail once a student reaches \$3.00 in charges. Once a child reached \$10 in charges, you will be contacted by the family school liaison or the school principal. If the charges reach \$21, the student will not be allowed to buy breakfast or lunch.
- **Once a student has reached the limits listed above, the student will NOT be served a meal until payment of outstanding charges are received.**

Returned Check Procedure

- Upon receipt of notice from the bank, Sodexo will send a letter home to the parents or guardians of the child. There will be a one week grace period to send in the money to cover the returned check. This letter will have a portion that **must be returned with the funds.**
- If that grace period passes and we have not received the money to cover the returned check, Sodexo will not accept checks for the child's account. Only cash or money orders will be accepted until the funds are paid off. The Sodexo staff will be notified at the involved school, via a note posted on the child's account.
- In addition, Sodexo will contact the Stafford Township School Business Administrator who will follow up with the parents via letter requesting funds to cover the returned check. The School Business Administrator may also consult with the Stafford Township School Board Attorney to determine if further action is necessary or appropriate.

I am available to answer any questions that you may have via e-mail or by phone. My e-mail address is sloschiavo@staffordschools.org, and I will get back to you as soon as possible.

Thank you,
Shannon Loschiavo
General Manager