

Japonica Campus Families:

St. Luke's will be using MyMealOrder for the 2025-2026 school year. This is a way to pre-order and purchase meals. Parents can view menus, choose meals, and pay online. Parents may pack lunch for their child if they do not wish to purchase a meal through MyMealOrder.

Parents can go online to view the menu for the upcoming week through the end of the current month and select which meals and beverages they would like to purchase for their child. Ice cream options will be available to purchase for Ice Cream on Fridays for Grades K5 through 5th. Parents can either order meals on a weekly basis, or through the end of the month.

The deadline for ordering will be every Friday at 8:00 pm for the upcoming week. After the deadline, the menu for the upcoming week will be deactivated, and food items will no longer be available for purchase. Late orders will not be accepted. Payment will be made at the time meals are selected and added to their cart. Orders are not complete until payment is made.

Please remember if your child is in Grades K5 through 5th and you would like your child to participate in Ice Cream on Fridays, you will need to purchase your ice cream selection in MyMealOrder for the upcoming week by the order deadline on Friday at 8:00 pm. Ice cream will not be sold at the school if you miss the deadline to order ice cream on Friday by 8:00 pm.

More information will be distributed soon regarding setting up your child's dining account in MyMealOrder. We anticipate that you will be able to access the website and set up your account beginning on August 4th. **Your account must be set up before August 15th to purchase food and beverages for the first week of school. Please remember that meals for the first week of school must be purchased by the order deadline of Friday, August 15th at 8:00 pm. Meals will not be available for purchase after this deadline.**

Lunch Meals and Beverage Options

- (1) Hot lunch = one entrée, sides, and beverage
- (2) Bag lunch = sandwich entrée, chips, fruit, cookie, and beverage
- (3) Chef salad = boxed chef salad (K5-5th grade only)
- (4) Beverages = bottled water, 2% milk, chocolate milk, or juice

Meal prices are as follows:

Grades K2-K4	\$5.00 per hot lunch or bag lunch
Grades K5-5 th	\$5.50 per hot lunch, bag lunch, or chef salad
Beverage	\$1.00 per item, if purchased separately
Ice Cream (K5-5 th)	\$1.50 per item

MYMEALORDER FREQUENTLY ASKED QUESTIONS

- 1. The first school day that lunch will be served is August 18th. When do I need to purchase lunch for the first week of school?** Orders for the first week of school, August 18th through 22nd, must be placed by the order deadline on Friday, August 15th at 8:00 pm. Your child's dining account must be set up before you can place your order. We anticipate that the MyMealOrder website will be available by August 4th. If you do not purchase meals for the first week of school by the order deadline of Friday, August 15th at 8:00 pm, you will need to pack your child a lunch for the first week of school.
- 2. How do I set up my child's dining account in MyMealOrder?** Information will be distributed prior to August 15th on how to set up your child's dining account.
- 3. Can I order meals for the upcoming week after the deadline on Friday at 8:00 pm?** The meals for the upcoming week will be deactivated after the order deadline, and no longer available for purchase. If you miss the deadline, you will need to pack a lunch and a beverage for your child.
- 4. Do I have to order meals, or can I pack a lunch for my child?** Parents can always pack a lunch for their child. You can also pack a lunch and order a beverage on MyMealOrder if you prefer, if the order for the upcoming week is placed before the deadline on Friday at 8:00 pm.
- 5. Can I order ice cream for Fridays without purchasing a meal and beverage?** Yes, ice cream orders for the upcoming week should be placed before the deadline on Friday at 8:00 pm. Only K5 through 5th graders participate in Ice Cream on Fridays. For your child to receive an ice cream on Fridays, it must be purchased for the upcoming week through MyMealOrder before the deadline on Friday at 8:00 pm. Ice cream will not be sold at the school, even if you forget to order by the deadline.
- 6. Can I purchase a meal, beverage, or ice cream at the school if I forget to order by the deadline on Fridays at 8:00 pm?** Meals, beverages, and ice cream will not be sold at the school. Meals, beverages, and ice cream must be purchased through MyMealOrder before the deadline on Friday at 8:00 pm.
- 7. What if I do not order meals for the upcoming week by the deadline on Friday at 8:00 pm, and I forget to pack lunch for my child?** Each morning, teachers will receive a report of students who purchased a meal for the day. If a student did not purchase a meal and the parents forgot to pack a lunch, Mrs. Sandy will call the parents to bring lunch to school by their student's lunch wave. If the parents do not respond by 10:00 am, students will be provided with a cheese or SunButter sandwich and a beverage. This will be charged to the student's account on MyMealOrder. Parents will be required to pay for this the next time they go online to order, or their future orders will not be processed.
- 8. I have children on the Japonica campus and on the University campus. Do I order meals for my child on the University campus through MyMealOrder?** MyMealOrder is only available to students on the Japonica campus. University campus students will

continue to use their dining accounts on MyPaymentsPlus to make purchases in the University Campus Dining Hall.

9. **Can I order meals on MyMealOrder, but bring a payment to the school for the order?** All meals ordered must be paid through MyMealOrder before the order can be processed. The school will not process payments for meal orders. Payments can be made on MyMealOrder with Visa, MasterCard, Discover, or ACH bank accounts.
10. **Do I have to order meals each week before the deadline of Friday at 8:00 pm, or can I order for multiple weeks?** You will have the option to order for the upcoming week or for all weeks remaining in the month by the deadline of Friday at 8:00 pm. Days in the upcoming week will be deactivated after Friday at 8:00 pm.
11. **Can I cancel an order after it has been purchased?** You may cancel any purchased items for the upcoming weeks if it is before the deadline of Friday at 8:00 pm. Your MyMealOrder account will be credited for the amount of the meal/item cancelled. **You will not be able to cancel purchased items for the upcoming week after the deadline of Friday at 8:00 pm.**