

## Food Service Department 2022-2023

Welcome to the 2022-2023 school year. The Acton-Boxborough Food Service Department is excited to serve healthy and delicious breakfast and lunch to all students in the district. **Exciting news...every student is eligible to receive one breakfast and one lunch at no charge every school day!** If a student would like an additional breakfast or lunch: the breakfast price is \$1.75. The lunch price is \$3.50 for Elementary school students and Junior High and Senior High lunches start at \$3.50 with tiered pricing to \$4.50. All lunches include an entrée, choice of milk, fruit, and vegetable. If a student wants to purchase an a la carte milk, it is available for \$.50. Other a la carte items are available for purchase at the schools. Please visit the [Food Services website](#) for additional information and for our monthly menus.

The Food Service Department encourages families to apply for free or reduced meals if you have not yet received a notification from us that your child is eligible for free or reduced price meals. If found eligible for free or reduced priced meals you may be eligible to receive other benefits. You can apply starting on 8/15/22 at [www.schoolcafe.com/ABRSD](http://www.schoolcafe.com/ABRSD). If you need a paper application, you may print it from the website or you can contact your school's secretary or counselor for a paper copy. You only need to fill out an application if you have NOT received an email from us this August in regards to your free/reduced meal eligibility and you think you may be eligible.

The Acton-Boxborough Regional Schools use a pre-payment system for all school meal and cafeteria purchases. Each student has their own lunch account which is accessed by using the school assigned Lunch ID number. All students enter this number into the PIN pad located at each register to purchase food. Younger students will receive help with this from food service staff members. Please note that if a student forgets their Lunch Pin we can access it through a search at the register. However, this will slow the process so we encourage students to know their Lunch ID number. Students' Lunch IDs will remain the same for the entire time in the Acton-Boxborough Regional School system.

If you do not have your child's lunch ID, please log into the PowerSchool Parent Portal <https://powerschool.abschools.org>. For High School and Elementary schools, login and choose **My Class Schedule Page** link. Lunch ID for the Junior High can be found on the **Team Assignment** link in PowerSchool. You can also find your child's lunch account balance on the same screen which is updated nightly.

We encourage families to pre-pay money to their child's lunch account for 2nd meals and a la carte purchases. To do so, you can either send in cash/check to your school's cafeteria manager OR log into **SchoolCafe** at [www.schoolcafe.com/ABRSD](http://www.schoolcafe.com/ABRSD) to prepay using a credit card. To ensure proper credit when paying by cash or check, please include the student's first name, last name and Lunch ID on the memo line of the check. Checks are payable to "AB Food Services Dept." If you wish to split a check across multiple students, please enclose the prepayment form found on the Food Services website at: [https://www.abschools.org/district/food\\_services](https://www.abschools.org/district/food_services).

Checks can be given to a teacher or a cashier at any of the elementary schools or left in a lockbox outside the kitchen at any of our schools. To prepay to your student's account by credit card, please create an account on [www.schoolcafe.com/ABRSD](http://www.schoolcafe.com/ABRSD). (Please note that there is a \$1.75 fee for each credit card transaction processed through Schoolcafe.)

SchoolCafe ([www.schoolcafe.com/abrsd](http://www.schoolcafe.com/abrsd)) also allows parents to set-up low balance reminders, automatically add money to your students' accounts, view their purchases and manage a la carte purchases. **Parents can transfer money between sibling accounts in Schoolcafe as long as they have made a credit card payment equal to or greater than the transfer amount.** Please note, we have removed all restrictions from School Cafe. Please review your account if you had a restriction set up. If you have any further questions, please call the Food Service Department at 978-264-4700 x3221 or email us at [lunchonline@abschools.org](mailto:lunchonline@abschools.org). We look forward to serving your child healthy meals at school.

Sincerely,

Kirsten Nelson, Director of Food Services

Kirstin Lynch, Assistant Director of Food Services

Bryanna Ippolito, Nutrition Outreach Coordinator