



August 29, 2023

Dear CAL Parents,

We are so glad to be able to offer you the opportunity to order lunch for your student five days a week! **Our goal is to have these lunches available every full day of school from September 11, 2023 through May 31, 2024.** For the first week of school please send a bag lunch and beverage with your child. **Food deliveries such as DoorDash, Uber Eats, Postmates, restaurant direct, etc. are NOT allowed. If your student does not have lunch you are responsible for bringing him/her lunch BEFORE 11 am or you can authorize a forgotten lunch charged to your FACTS account by calling the office.**

Lunch ordering will become available on Wednesday, August 30th. The first payment due date is Monday, September 4th. Beginning September 11th lunches will be available at a cost of \$3.00 - \$12.50 each and will come with a juice box or pouch. Below is a list of the daily lunches available:

| | |
|------------------|--|
| Monday | - 8 piece Chick Fil A chicken crispy or grilled nuggets, fruit cup and a drink - Original Chick Fil A chicken sandwich, fruit cup and a drink |
| Tuesday | - 1 or 2 slices of Papa John’s Pizza and an applesauce or fruit cup and a drink |
| Wednesday | - Mini or Regular Turkey, Italian, Veggie, or Tuna Sub (without cheese), cookie, and a drink |
| Thursday | - Panda Express Beef and Broccoli with rice or Orange Chicken with rice (pail or bowl size), with fortune cookie and a drink |
| Friday | - Mission BBQ Pork or Chicken Slider, mac & cheese or green beans (beans contain bacon), and a drink - Mission BBQ Pork or Chicken Sandwich, mac & cheese or green beans (beans contain bacon), and a drink - Mission BBQ Mac & Cheese and a drink |

FACTS Family Portal Lunch Ordering Instructions:

- Please go to <https://factsmgt.com/> and select **Parent Log In** from the menu bar and **FACTS Family Portal** from the drop-down menu.
- Enter **FB-MD** into the District Code field.
- Select **Student**
- Select **Lunch**
- When the calendar appears you can change the view to **Monthly** to see the menu options
- Select **Create Web Order** at the top to order.
- Enter the "Quantity" for each of the items you wish to order
- **Scroll to the bottom of the page** and click "Order Items".
- The next screen to appear will be: **Web order created: Total value of unprocessed ordered items is \$ xx.xx.** Please Note: It may take several minutes for the "Select Payment Method" screen to appear. Do not leave the page, be patient. **Follow the prompts to pay for your order.** Orders will not be processed without your on-line payment!



Lunch Ordering Deadline Calendar:

Lunch orders are due by 3 pm every other Monday. Please refer to the schedule below for payment due dates with their respective lunch date periods.

| Payment Due Dates | Lunch Dates | Comments |
|------------------------|--|---|
| September 04 | Sept.11 - Sept. 22 | No lunches Sept. 5-8 (1st week of school) |
| September 18 | Sept. 25 - Oct. 6 | No lunch on Oct. 6 (Noon Dismissal) |
| October 02 | Oct. 9 - Oct. 20 | No lunch on Oct. 9 (Indigenous Peoples' Day) |
| October 16 | Oct. 23 - Nov. 3 | No lunch on Nov. 3 (Noon Dismissal) |
| October 30 | Nov. 6 - Nov. 17 | |
| November 13 | Nov. 20 - Dec. 1 | No lunches on Nov. 22 - 24 (Thanksgiving Break) |
| November 27 | Dec. 4 - Dec. 15 | |
| December 11 | Dec. 18 - Jan. 12 (Hot lunch available Jan. 3-12 only) | Bag lunch Dec. 18 , No lunches on: Dec. 19 (Noon Dismissal) and Dec. 20-Jan. 2 (Christmas Break), Hot lunch resumes Jan. 3 |
| January 8 | Jan. 15- Jan. 26 | No lunches on Jan. 15 (MLK Jr. Day) and Jan. 26 (Noon Dismissal) |
| January 22 | Jan. 29 - Feb. 9 | |
| February 5 | Feb. 12 - Feb.23 | No lunch on Feb. 19 (Presidents' Day) |
| February 19 | Feb. 26 - Mar. 8 | No lunch on Mar. 8 (Noon Dismissal) |
| March 4 | Mar. 11 - Mar. 22 | |
| March 18 | Mar. 25 - Apr. 5 | No lunches on Mar. 28 (Noon Dismissal) and Mar. 29 - Apr. 5th (Easter Break) |
| April 1 | Apr. 8 - Apr. 19 | |
| April 15 | Apr. 22 - May 3 | |
| April 29 | May 6- May 17 | |
| May 13 | May 20 - May 31 | No lunches on: May. 24 (Noon Dismissal), May. 27 (Memorial Day), and May 31 (Field Day) |
| No Hot Lunches Offered | June 3 - June 6 | No hot lunch the last week of school. Parents must supply a bag lunch. Last day for K3-K4 students is June 5. Last day for K5-8 is June 6. |



General Lunch Ordering Guidelines:

- Lunches are only available to full day students
- Lunches will not be available on half days
- *All* lunch fees must be paid in the family's FACTS Family Portal account (lunch payments *will not* be accepted at the school)
- Lunch fees must be paid for in advance (by published deadlines)
- Lunch orders must be submitted by 3pm on the date given (any lunch orders submitted after this deadline will not be included in the report given to our vendors – you will be responsible for providing a lunch for your child for any days missed on the lunch order)
- In order to cancel a lunch order, the school office must be notified in writing by 4pm at least 2 weeks in advance (cancellations submitted with less than 2 week's notice will not be honored since we have strict deadlines with our vendors)
- Lunch orders will not be credited or refunded if proper cancellation notice is not received by the school office – if your child is sick, absent, or on a field trip, his or her lunch will be held in the refrigerator for them for the next day (not including weekends)
- Refunds or exchanges due to inclement weather will be refunded according to individual lunch supplier terms and may vary.
- You may order as many lunches as you would like for your child. However, please keep in mind that you are responsible for properly canceling any extra orders. We will not be responsible for typos made and you will still be held financially responsible.