

## Totowa Borough Public Schools

294 Totowa Road, Totowa, NJ 07512

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*Patricia Capitelli*  
Superintendent

*Vincent Varcadipane*  
School Business Administrator/Board Secretary

September 3, 2020

Dear Parents/Guardians

This year's lunch program will be a grab and go style lunch for the current day and breakfast for the next day where applicable. Lunches will begin on Tuesday September 8, 2020. All orders must be pre-ordered. As per the USDA and NJ Department of Agriculture, meals will be free for anyone that pre-orders until December 31, 2020 or federal funding has been depleted. The School District will notify you of any payment changes the moment we are notified by the USDA or the NJ Department of Agriculture. For any families that are eligible for Free or Reduced lunch, we still recommend you fill out an application to ensure there is no disruption in payments should the USDA or NJ Department of Agriculture make a change. If the above program reverts back to normal regular lunch, payment options going forward would include cash (exact amount), check, money order and cashless payments through [www.payschoolscentral.com](http://www.payschoolscentral.com). A flyer explaining cashless payments can also be found on our website.

For the month of September 2020, we will be using a printout and return pre-order form for lunch and the next days breakfast, if applicable. The order form and monthly menu can be found on our website labeled Pre-Order Form. The completed pre-order forms should be returned to school and given to your child(ren)'s homeroom teacher. All homeroom teachers will send the forms to the main offices and then to the cafeteria for processing.

The Totowa School District anticipates a new pre-order system being operational for October's pre-orders. This new system will allow parents/guardians to order and pay, in the future, for their child(ren)'s meals in one place. The new application is called myMealOrder which is also a part of PaySchools. A flyer with more information can also be found on our website. Additional information will be provided as the date of implementation comes closer.

The recess/snack milk program for the 2020-2021 school year has been suspended. If you have any questions or concerns please feel free to contact me at 973-956-0010 ext. 6002 or at [vincent.varcadipane@totowa.k12.nj.us](mailto:vincent.varcadipane@totowa.k12.nj.us).

Sincerely,



Vincent Varcadipane  
SBA/Board Secretary