

Totowa Borough Public Schools

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Patricia Capitelli
Superintendent

Vincent Varcadipane
School Business Administrator/Board Secretary

September 15, 2020

Dear Parents/Guardians

Lunch pre-order forms need to be completed in their entirety and are not meant to be completed on a daily basis. Any missing information will result in your child(ren) not receiving a lunch and breakfast. The forms also need to be filled out for the entire month so that Pomptonian Food Services can better prepare for meal orders and delivery. Please have all forms for the remainder of September completed by September 21, 2020. Moving forward, all paper forms for all students, in-person and remote, ordering meals need to be submitted by 10:00 A.M. Any forms submitted after that time will not be accepted. Beginning in October, pre-order forms for the month need to be submitted by the 7th of that month.

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.

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.

Sincerely,



Vincent Varcadipane
SBA/Board Secretary