

Dear Saint James Parents,

Welcome back for the 2019-2020 school year. I'd like to introduce myself as the cafeteria manager. My name is John Castorina and I am an alumnus to both St. James as well as Bishop O'Connell and have a daughter attending here in 4th grade. Our team, including our much-loved Sunny, are here to provide you, and your children the least complicated and most rewarding lunchtime experience possible.

With that being said, here are a couple important cafeteria practices:

Pizza punch cards:

What are pizza punch cards?

Once a payment is sent, a card is created with your child's name and classroom. As the pizza orders are taken each week, I deduct the number of slices ordered from the pizza card. When your child's card falls below 4 slices or less you will receive an electronic and/or hard copy notice from the cafeteria that your punches are running low and in need of replenishment.

How do we purchase the pizza punch cards?

The cards are sold in \$20 increments. Each card is 16 slices of pizza at \$1.25 per slice. Please write a check out to **Saint James School** for each \$20 card indicating your child's name, grade and teacher and send via backpack express to your child's classroom.

How will I know if my child is low on pizza punches?

As stated above, if your child has less than 4 slices of punches, an electronic and/or hardcopy notice will be sent home when replenishment is necessary. However, please track your punches as best you can.

When does the Friday pizza begin?

Vocelli's Pizza will supply our pizza. **Friday, September 6th** will be the first distribution.

Milk Orders:

How do I pay for my child's milk?

For milk orders, there will be a one-time annual fee of \$10.00 which amounts to 5 cents per 8 ounce milk container. (See form attached below).

What are my options?

Your milk product options for this year are: (1) 2% white, (2) skim white, and (3) skim chocolate. You will have a first and second option out of the 3 provided. Please indicate on the form.

Will my child have milk provided starting this first week of school (even if I don't have my form completed)?

The milk for Wednesday, August 28 has been ordered and will be distributed to any child. As the checks are received, an account will be created for your child for the year.

What if I want to change my child's milk order mid-year?

Please contact me via email at cafeteria@saintjameschool.org.

Where do I send my form?

Once you've completed the form, attach your check to the supplied form below and send via backpack express to your child's classroom.

If I want to chat with you, what is the best way to communicate?

If you need confirmation of milk or pizza punches, or any other concerns, please contact me at 703-533-1182, Ext. 137 or email us at cafeteria@saintjameschool.org.

Remember, whenever you send in a check, please be sure to include your child's name, grade and teacher.

Here's to a fantastic school year! Go Rockets!

Regards,

John Castorina

703-533-1182 Ext. 137

Cafeteria@saintjameschool.org