

PTO LUNCH ORDER PROGRAM
RETURNING FAMILIES – HOW TO PLACE YOUR ORDER

A few changes to the program have been implemented for this year to help ensure the health/safety of our staff/students by limiting the number of vendors on campus. We will continue to evaluate our program options at all campuses, but feel under the existing circumstances, streamlining the program will help us maintain vendor standards and provide consistency.

To place your lunch order(s):

- Please go to <http://www.orgsonline.com> and sign in to your Family Account. Each school (high, middle and elementary) has a separate menu but each family will have only **one** "Family Account" for all students.
- It is important that all lunch orders are placed online for each child at the school your child attends because the lunch items and vendor delivery dates are different at each school. **The name of the school is located at the top of the page once you log into the system so double check that you are in the correct school for each student ordering lunch.**
- **IMPORTANT: Remember - after you create your order you are NOT finished.** You must then also "PAY" for your order.

THE LAST DAY TO ORDER HOT LUNCHES IS MONDAY, OCTOBER 26.

Note:

- NEW families to LNC – you need to set up an account with www.orgsonline.com. Click [here](#) for more information.
- Returning LNC families – use the same account login information as last year.
- New to HS, MS or ES but not LNC (i.e., moved from 8th to 9th grade, 4th to 5th or a new student) – use the same family account login from last year and set up your student at the proper school by "switching schools" (request multi school account). School codes below.
 - High School: 243LNHSNCNC
 - Middle School: 244LNMSNCNC
 - Elementary School: 454LNESNCNC
- For reminders about when order periods open and close, opt in to receive notifications from OrgsOnline

For more information on the lunch program and how to set-up your OrgsOnline account/student profiles, go to: <https://www.Incharter.org/Page/249>

If you have any questions about the PTO hot lunch program or OrgsOnline, please contact:

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