

Lunch Information and Ordering Instructions

Hot lunch orders are placed weekly. Please be sure to order lunch for each full week for every scholar attending school and select only one lunch per student per day. Weekly lunch ordering **opens on Saturday** and **closes on Thursday** for the following school week.

Breakfast, snacks, and drinks are **not** provided by the school. Please be sure to have your scholars eat breakfast before arriving at school or you may send them with a small breakfast to eat in their homeroom. Please send snacks and a water bottle from home. If you have not ordered lunch from Infinite Campus, please send your scholars lunch to school with them.

Forgotten lunches must be stopped off by 11:00 am. Outside restaurant lunches cannot be dropped off.

Weekly Lunch Options

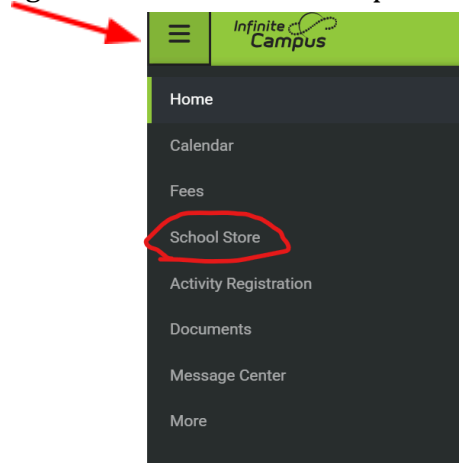
- Monday - Moore's BBQ
- Tuesday - Mario's (burger/chicken options)
- Wednesday - Mario's (pizza/pasta options)
- Thursday - Mario's (sub options)
- Friday - Panda Express

Step-by-step instructions for ordering lunch through Infinite Campus are provided below, along with screenshots to help you navigate the process easily.

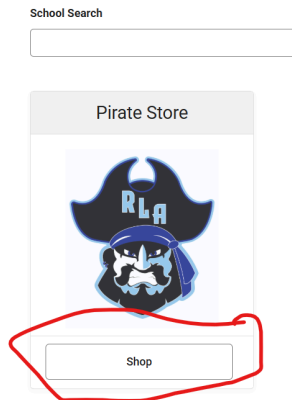
1. Log into Infinite Campus:

<https://25a.ncsis.gov/campus/portal/parents/psu25arla.jsp>

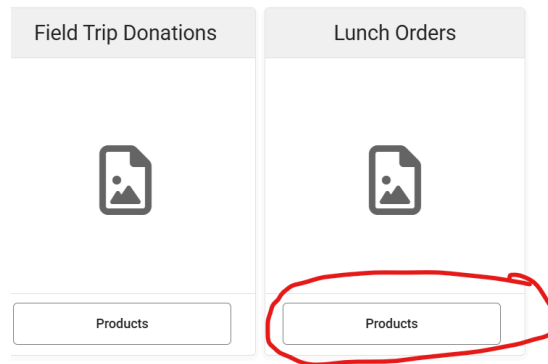
2. Using the hamburger menu button at the top left of the screen, select **School Store**.



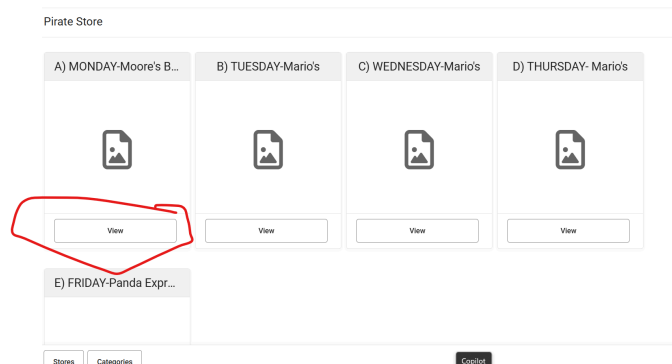
3. Click on **Shop**.



4. Click on **Lunch Orders** (products).



5. Click on the day you are ordering for (view).



For families who have been verified for Free and Reduced Lunch (**documentation must be submitted and verified**), click the day of the week with F/R to order.

3) WEDNESDAY-Mario's



View

4) THURSDAY- Mario's



View

5) FRIDAY-Panda Expr...



View

C) F/R WEDNESDAY-M...



View

D) F/R THURSDAY-Mar...



E) F/R FRIDAY- Panda ...



6. Choose your meal:

- Choose recipient
- Choose the meal
- Choose quantity- scholars should order ONE meal per recipient
- Add required information in the comments section (sides and/or salad dressing choice)

A) MONDAY-Moore's Barbecue

Please comment your side choice:

- Baked Beans
- Mac and Cheese
- Mashed Potatoes
- Mashed Potatoes w/ Gravy
- Green Beans
- Potato Salad
- Brunswick Stew
- Collard Greens
- Coleslaw
- Cornbread

Recipient: (Required) 1

Options: (Required) 2

Price:

Quantity: (Required) 3

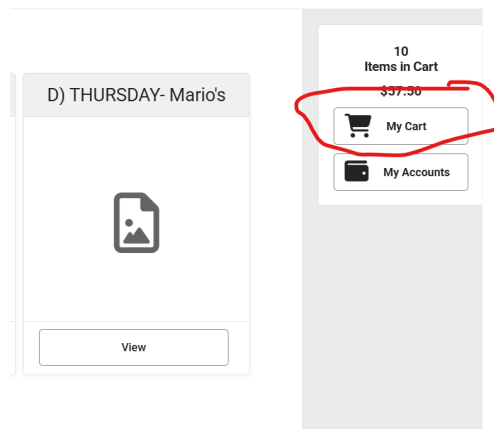
Total Price: \$0.00

Comments

7. Click on **Add to Cart**.

- Repeat the process for each day you wish to order hot lunch for the week.
- If you have multiple children, you will repeat the process for each child, so that their order goes to them. **Do not order multiple lunches for one recipient.**
- After you have selected all lunch orders for the week, move to Step Eight.

8. Click on **My Cart**.



9. Review all orders and payment method. Click on **Submit Payment** to complete your order.

Please note: The screenshot below illustrates lunch orders for two scholars for every day of the week. Scholars with Free/Reduced Lunch (FRL) will receive directions on how to order once FRL status is verified.

The screenshot shows the Infinite Campus checkout interface. At the top, there's a green header with the Infinite Campus logo and a notification bell. Below the header, a navigation bar shows '< Back | Checkout'. The main content area lists five lunch orders for different days of the week, each with a quantity of 1 and a price. The orders are: 1) MONDAY-Moore's Barbecue - Chicken Tenders + Side (\$6.00), 2) TUESDAY-Mario's - Cheeseburger w/ Fries (\$6.00), 3) WEDNESDAY-Mario's - Pepperoni Pizza (\$6.00), 4) THURSDAY- Mario's - Ham and Cheese Sub w/ Chips (\$6.00), and 5) FRIDAY-Panda Express - Broccoli and Beef Pail w/ Side (\$5.50). Below the orders, there's a 'Payment Method (Required)' section with a radio button for 'Credit Card' and a button to 'Add Payment Method'. To the right of the payment method section, the subtotal is \$57.50, the service fee is \$2.30, and the total is \$59.80. At the bottom, there's an 'Email Address for Receipt' field with a note that it must be a valid email similar to 'user@example.com', and a blue 'Submit Payment' button. On the right side, there's a sidebar with a red circle around it, containing '10 Items in Cart \$57.50', a 'My Cart' button, and a 'My Accounts' button. The bottom of the page shows a Windows taskbar with various icons and a system tray showing 'Heat advisory' and the time '12:04 PM'.

Order	Item	Quantity	Price	Action
1) MONDAY	Moore's Barbecue - Chicken Tenders + Side	1	\$6.00	Remove
2) TUESDAY	Mario's - Cheeseburger w/ Fries	1	\$6.00	Remove
3) WEDNESDAY	Mario's - Pepperoni Pizza	1	\$6.00	Remove
4) THURSDAY	Mario's - Ham and Cheese Sub w/ Chips	1	\$6.00	Remove
5) FRIDAY	Panda Express - Broccoli and Beef Pail w/ Side	1	\$5.50	Remove

Payment Method (Required)
☐ Credit Card
Add Payment Method

Subtotal: \$57.50
Service Fee: \$2.30
Total: \$59.80

Email Address for Receipt
Must be a valid email similar to "user@example.com"

Submit Payment

10 Items in Cart \$57.50
My Cart
My Accounts

No Kid Hungry Initiative

At Riverside Leadership Academy, we believe that no child can learn on an empty stomach. Through our *No Kid Hungry* initiative, RLA is committed to ensuring that all scholars have access to food during the school day. If you are interested in donating to our *No Kid Hungry* initiative, please check out our Amazon List:

https://www.amazon.com/registries/gl/guest-view/20USLQPPTZYL2?fbclid=IwY2xjawMNz49leHRuA2FlbQIxMQABHjGSfhJ-mXs99IT5xhIPJwjOS-SzocoqN93KCH0ziguBOVlIDhpve mPG2S3J_aem_w2d22w0-8Co0vAOKrCqcGA