

October 2015

Child Name _____

Child Grade _____

Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Totals
Legend			1	2	
Bagel Option					
Hot Entree Option					
Salad Option					
Sandwich Option					
5	6	7	8	9	
Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	
Chicken Tenders with BBQ Sauce	Classic Macaroni and Cheese	Chicken and Cheese Quesadilla	French Toast Sticks	Cheese Pizza	
Garden Salad	Garden Salad	Garden Salad	Garden Salad	Garden Salad	
Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	
12 Columbus Day	13	14	15	16	
	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	
	Cheeseburger on Whole Grain Roll	Chicken Parm Sandwich	Beefy Macho Nachos	Cheese Pizza	
	Garden Salad	Garden Salad	Garden Salad	Garden Salad	
	Turkey & Cheese Sandwich	Turkey & Cheese Sandwich	Turkey & Cheese Sandwich	Turkey & Cheese Sandwich	
19	20	21	22	23	
Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	
Hot Dog on Whole Grain Roll	Popcorn Chicken	Pasta with Meatballs	Chicken Fajitas	Cheese Pizza	
Garden Salad	Garden Salad	Garden Salad	Garden Salad	Garden Salad	
Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	
26	27	28	29	30	
Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	Bagel Yogurt and Cheese	
Chicken Patty on Whole Grain Roll	Chicken Nuggets with BBQ Sauce	Turkey & Cheese Sandwich	Hot Dog on Whole Grain Roll	Cheese Pizza	
Garden Salad	Garden Salad	Garden Salad	Garden Salad	Garden Salad	
Turkey & Cheese Sandwich	Turkey & Cheese Sandwich	Turkey & Cheese Sandwich	Turkey & Cheese Sandwich	Turkey & Cheese Sandwich	
				Total Month Cost	

Form Instructions

1. Print out attached calendar
2. Fill out child's name and grade
3. Circle option for each day
4. Send calendar and payment (\$5.00 per day per child) to Rose in your weekly inter-office envelope.

Website instructions

1. Go to <http://lunch.evanfrey.com>




The screenshot shows the login page for Holy Spirit. At the top, there is a green banner with the text "Holy Spirit", "Stamford, CT 06903", and "(203) 329-1623". Below the banner are two buttons: "[Register]" and "[Login]". The main heading is "Please login to continue". There are two input fields: "Email Address" and "Password". Below the password field is a "Login" button. At the bottom, there is a link: "Click here if you are having trouble with your account".

2. If you are first time user, click **Register**, otherwise just enter your email address and password




The screenshot shows the registration page for Holy Spirit. At the top, there is a green banner with the text "Stamford, CT 06903" and "(203) 329-1623". Below the banner are two buttons: "[Register]" and "[Login]". A red arrow points to the "[Register]" button. The main heading is "Hot Lunch Registration". There are four input fields: "First Name *", "Last Name *", "Phone Number", and "Email Address *". Below the email field is a "Register Account" button. At the bottom, there is a link: "Click here if you are having trouble registering your account".

3. Enter all required information
4. If you are having issues, there is a link at the bottom to request help



Holy Spirit
Stamford, CT 06903
(203) 329-1623



[Register] [Login]

Hot Lunch Registration

First Name *

Last Name *


Phone Number

Email Address *

* required

[Click here if you are having trouble registering your account](#)

5. Choose a password for your account
6. You will be taken to your profile page



[Profile] [Lunch Menu] [Request Help] [Logout]

Email Address

Password [Change password](#)

First Name

Last Name

Phone Number

Outstanding Balance \$5.00

[Click here if you are having trouble editing your account](#)

Children

First Name	Last Name	Grade
<input type="text"/>	<input type="text"/>	Pre K3 <input type="button" value="Add Child"/>

7. Add your children at the bottom of the screen

Holy Spirit
Stamford, CT 06903
(203) 329-1623

[Profile] [Lunch Menu] [Request Help] [Logout]

User Name: mytesttesting
Password: Change password
First Name: MyTest
Last Name: Testing
Phone Number: 203-555-5555
Email Address: EmailTest@Test.net
Outstanding Balance: \$0.00

Save Changes

Click here if you are having trouble editing your account

Children

First Name	Last Name	Grade	
<input type="text"/>	<input type="text"/>	Pre K3	Add Child
TestChild	Testing	Pre K3	Update
TestChild2	Testing	Kindergarten	Update

8. To select lunch for your child, click on Lunch Menu at the top

[Profile] [Lunch Menu] [Request Help] [Logout]

Please select what child you are ordering for: TestChild
Outstanding Balance: \$0

September 2015

Mon	Tue	Wed	Thu	Fri
31	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	1	2
5	6	7	8	9
Bagel, Yogurt, and Che Chicken Tenders w/ BBQ Garden Salad w/ Chees Ham & Cheese Sandwic	Bagel, Yogurt, and Che Classic Macaroni & Che Garden Salad w/ Chees Ham & Cheese Sandwic	Bagel, Yogurt, and Che Chicken & Cheese Que Garden Salad w/ Chees Ham & Cheese Sandwic	Bagel, Yogurt, and Che French Toast Sticks Garden Salad w/ Chees Ham & Cheese Sandwic	Bagel, Yogurt, and Che Cheese Pizza Garden Salad w/ Chees Ham & Cheese Sandwic

9. To choose what child you are ordering for, use the drop down menu at the top of the page

[Profile] [Lunch Menu] [Request Help] [Logout]

Please select what child you are ordering for TestChild

Outstanding Balance: \$0

September 2015

Mon	Tue	Wed	Thu	Fri
31	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	1	2
5	6	7	8	9

Bagel, Yogurt, and Cheese	Bagel, Yogurt, and Cheese	Bagel, Yogurt, and Cheese	Bagel, Yogurt, and Cheese	Bagel, Yogurt, and Cheese
Chicken Tenders w/ BBQ	Classic Macaroni & Cheese	Chicken & Cheese Quesadilla	French Toast Sticks	Cheese Pizza
Garden Salad w/ Chees	Garden Salad w/ Chees	Garden Salad w/ Chees	Garden Salad w/ Chees	Garden Salad w/ Chees
Ham & Cheese Sandwic	Ham & Cheese Sandwic	Ham & Cheese Sandwic	Ham & Cheese Sandwic	Ham & Cheese Sandwic

10. To navigate months you can use the forward and back buttons

[Profile] [Lunch Menu] [Request Help] [Logout]

Please select what child you are ordering for TestChild

Outstanding Balance: \$0

September 2015

Mon	Tue	Wed	Thu	Fri
31	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	1	2
5	6	7	8	9

Bagel, Yogurt, and Cheese	Bagel, Yogurt, and Cheese	Bagel, Yogurt, and Cheese	Bagel, Yogurt, and Cheese	Bagel, Yogurt, and Cheese
Chicken Tenders w/ BBQ	Classic Macaroni & Cheese	Chicken & Cheese Quesadilla	French Toast Sticks	Cheese Pizza
Garden Salad w/ Chees	Garden Salad w/ Chees	Garden Salad w/ Chees	Garden Salad w/ Chees	Garden Salad w/ Chees
Ham & Cheese Sandwic	Ham & Cheese Sandwic	Ham & Cheese Sandwic	Ham & Cheese Sandwic	Ham & Cheese Sandwic

11. When selecting items for your child, you will see the balance increase here. It represents your total outstanding for all meals/children, not just the current selected child or month. Once payment is remitted, we will clear the balance as appropriate for the payment.

[Profile] [Lunch Menu] [Request Help] [Logout]

Please select what child you are ordering for: TestChild

Outstanding Balance: \$0

September 2015

Mon	Tue	Wed	Thu	Fri
31	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	1	2

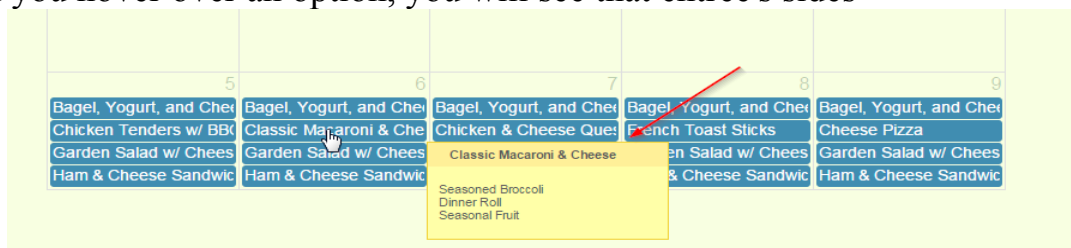
Bagel, Yogurt, and Cheesecake	Bagel, Yogurt, and Cheesecake	Bagel, Yogurt, and Cheesecake	Bagel, Yogurt, and Cheesecake	Bagel, Yogurt, and Cheesecake
Chicken Tenders w/ BBQ Sauce	Classic Macaroni & Cheese	Chicken & Cheese Quesadilla	French Toast Sticks	Cheese Pizza
Garden Salad w/ Cheesecake	Garden Salad w/ Cheesecake	Garden Salad w/ Cheesecake	Garden Salad w/ Cheesecake	Garden Salad w/ Cheesecake
Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich

12. Click to select items to order. They will turn green to indicate they are selected. You can only select one item, per day, per child.

21	22	23	24	25
28	29	30	1	2

Bagel, Yogurt, and Cheesecake	Bagel, Yogurt, and Cheesecake	Bagel, Yogurt, and Cheesecake	Bagel, Yogurt, and Cheesecake	Bagel, Yogurt, and Cheesecake
Chicken Tenders w/ BBQ Sauce	Classic Macaroni & Cheese	Chicken & Cheese Quesadilla	French Toast Sticks	Cheese Pizza
Garden Salad w/ Cheesecake	Garden Salad w/ Cheesecake	Garden Salad w/ Cheesecake	Garden Salad w/ Cheesecake	Garden Salad w/ Cheesecake
Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich	Ham & Cheese Sandwich

13. If you hover over an option, you will see that entree's sides



14. Normally, you have the ability to change your menu selections up to three weeks prior. This first menu, you will be able to change your selection for the 5th - 23rd up to October 2nd due to our trying to get hot lunch up and running as soon as possible.

For this first month, all payments must be remitted by October 2nd. For the following months, payments for upcoming month must be paid for three weeks prior to the first of the month. Selections will still be able to be switched three weeks out.

The ability to change your menu selections is only available online. **If you submitted your selections via the mail in form, these selections are locked for the month.**

If you have any issues when using the website, please feel free to click the Request Help link at the top of the page or email me at evanfrey+hsshl@gmail.com.

I mentioned this at Back to School night, but I will reiterate. This is a new hot lunch program. We are trying to give parents more choices and healthier options for our children, in addition to adding flexibility to the ordering process. If you have a suggestion, please speak up. If something isn't working for you, either with the process of ordering or some other part of hot lunch, please let us know. We cannot change what we don't know is an issue.