

Dear Families,

The Valley Park School District is implementing a food service pre-ordering system, which will assist us with contactless serving of meals. Parents & Guardians will be able to pre-order meals for the following week, using their Infinite Campus Parent Portal. The pre-ordering system is available in the Infinite Campus Parent Portal, starting every Thursday at 4:00pm. The system will close each Monday at 7:00am

We are asking that as your children are making their return to in-person learning at the school, that parents & guardians utilize this system to pre-order breakfast and lunch. There are week-long options available (Mon, Tues, Wed, Thurs) for breakfast and lunch if your child wants to order meals for the entire week, as well as individual-day options, if your child wants to bring lunch on certain days and eat school meals on other days. **Please note: pre-ordering meals inside the Parent Portal is for in-person students only. Virtual students will continue to use the Google Form for ordering.**

Friday breakfast and lunches will be available for pre-order as well. If your child wants a breakfast and/or lunch for Friday, you can add the Friday items while pre-ordering. These meals will be sent home with your child on Thursday. This is also for in-person students only. **Virtual students will continue to use the Google Form for ordering.**

**Please pre-order breakfast and lunch for the following week between
Thursday at 4:00pm and Monday at 7:00am.**

To pre-order meals, you will need to access your Infinite Campus Parent Portal account.

If you do not have access, please submit a parent portal access form at www.vp.k12.mo.us/portalrequest

There is an instructional video and document located on our website at www.vp.k12.mo.us/preorder. This video and document explains how to use the Campus Store inside your Parent Portal, to pre-order meals for the following week.

Note: Pre-Ordering through the Infinite Campus Parent Portal only applies to students who are in-person at the school.

Virtual students will continue to use the Google Form to order lunch.

I want to express my sincere appreciation of everyone's continued patience through these new ventures. We are working our hardest to ensure a safe and successful learning environment for our students. If you have any questions regarding using the pre-ordering system, please feel free to email me at infinitecampus@vp.k12.mo.us. I also want to assure you, that each morning, our teachers will be double checking to make sure students have meal arrangements for lunch (either by pre-ordered meals, or if the student brought their lunch), especially during these first few weeks back at school while everyone is getting familiar with this new system. If you miss the cutoff for meal pre-orders, please contact the office.

Respectfully,

Zach Hardesty
Infinite Campus Manager
Assistant Technology Support Specialist