

## MIDDLE SCHOOL FOODSERVICE PROGRAM

*Our cafe prepares & serves lunch daily right here at our school. Our offerings include many popular classic school lunch items as well as fresh salads, fruits, vegetables, and a tasty treat. Families can order meals at any point through the EZ School portal up until 8am on the day of service!*

**ALL INCLUSIVE MEAL- \$6.50**

Entree & Side

Salad and Fruit Selections

Beverage Choice

Dessert

*An alternate of a soup, sandwich, bagel, or pretzel is available daily.*

All Products are  
Peanut & Tree Nut Free

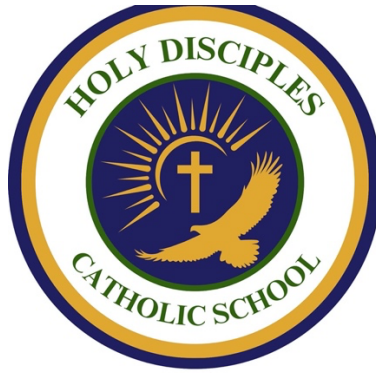
## Sign Up Today

### Using the Included Instructions

**QUESTIONS?**

Our cafe is operated by a third party vendor. Please contact John Lynch at [JLynch@holydiscipleschool.org](mailto:JLynch@holydiscipleschool.org) for any foodservice or ordering questions.





## **Middle School Foodservice Information**

*Our foodservice provider is committed to providing both tasty and nutritious meal options for our students, including daily beverage choice, fruit, salad, and a dessert. Students eat communally in the gym with their classmates and share in the duties of clearing their own tables.*

### **Ordering Portal – EZ School Apps**

#### **For Students Registered for Lunch at the Middle School Last School Year:**

No additional action is necessary. Your lunch account is still active from last school year, including any remaining funds.

#### **All Other Students:**

If you will be ordering lunch in our café for the first time, you will need to register for through EZ School Apps, even if your previous school cafeteria used this system. If you have previously used EZ School Apps with another school, you will first need to delete your old account OR create a new account with a different email address. Please use the detailed instructions found in this packet. Zip code for Watertown is 06795. No additional school code is required. *If you are having difficulty with this, please reach out to Mr. Lynch – [jlynch@holydisciplinesschool.org](mailto:jlynch@holydisciplinesschool.org)*

*Mr. Lynch will be on vacation from August 22 – August 27 and will quickly respond to any questions upon return.*

To avoid excessive transaction fees, it is recommended to fund your account as infrequently as possible.

### **Meal Selection**

Menu choices are posted in our EZApps portal, prior to the start of a new month. Entrees are served with a side that pairs well with that offering. A sample of menu offerings are listed in this packet.

## **Beverages**

All school lunches include a choice of milk, water or juice. An option is provided on our ordering portal to order an additional drink or a drink without a meal. Chilled water is also available in the lunchroom for refillable bottles.

## **Cold Bar**

In addition to the entrée of the day, salad and fruit are also included. Students can add any of these items to their tray from our cold bar. Items vary daily. Students are asked to only take what they will eat. A large salad-only plate is also available (inc. drink).

## **Alternates**

We offer a daily alternative to the daily entrée. Alternates still include a drink, cold bar and dessert. Selections must be made on the ordering portal and can not be changed at time of service. We occasionally offer an extra side of fries, onion rings etc, which do not include anything else.

## **Cut-Off Time**

Lunch ordering closes at 8am sharp, day of service. Families can order monthly, weekly, or daily. Should a change need to be made after 8am, you should CALL the middle school office directly – not all requests can be granted.

As all lunch selections populate onto a list for each day, only students that are on the lunch list will receive a meal from the café. You can confirm your orders on the EZ Apps portal, by going to “purchase preorder,” on the left side tab of your dashboard, and then clicking on the orange “print orders as PDF” button.

## **Allergies**

All of our school lunch products are peanut and tree nut free. Additionally, we do not handle peanut or tree nut products in our kitchen. Our staff can advise families on ingredients for other menu items on a case-by-case basis.

## **Closures**

Cafeteria service is provided on all lunch days. There is no lunch on half days (middle school). Foodservice on weather-related early dismissals is handled on a case-by-case basis. In the event of a lunch cancelation, your account will not be charged for the meal you ordered.

## **Charge Policy**

We do not run charge accounts – funds must be in a lunch account to receive a meal AND an order placed for the day.

## **Cash & Check Payments**

Families have the option to send in cash or a check to avoid the processing fees. Please allow two business days for the funds to post to the account. Please mark the envelope “Café” and make checks payable to Johnny’s Kitchen Dining Services. We do not accept payment in the lunch line.

## **Refunds**

**There are no cash refunds on lunch accounts.** It is advised to not overfund your account. A fund balance may be transferred to another middle school lunch account, such as a sibling or teacher.

Families should unselect their meal choices if a student is absent before 8am avoid being charged for the day.

**2025 Policy Change: We are no longer crediting accounts for absentees or early dismissals. As ordering does not close until 8am, families can deselect their lunch order for the day.**

## **Subsidies**

Milk served to youth is partially subsidized by the State of Connecticut’s Special Milk Program (SMP). All other costs to operate the lunch program are covered through daily lunch sales and is therefore participation-driven.

## **Themed Lunches**

Over the course of the year, we communally celebrate several holidays as a school community with a specially prepared buffet themed lunch. Stay posted with our monthly ordering calendar regarding special meals for Thanksgiving, Christmas, Memorial Day and others.

## **Café Notices**

Creating a lunch account will enroll you in additional reminders and announcements regarding lunch. Important notices are also sent from the school office. Typically, ordering for the upcoming month opens about 10 days prior to its start.

## **Questions... Please reach out!**

John Lynch, Foodservice Director

[Jlynch@holydisciplesschool.org](mailto:Jlynch@holydisciplesschool.org)

## EZ School App New User Instructions

Please use a desktop or notebook computer on a standard web browser. Mobile devices have been known to create issues with this cloud-based portal.

### Step 1. Create your parent account – [families new to middle school](#)

- Go to [www.ezschoolapps.com](http://www.ezschoolapps.com) and click “Signup.”
- Type our school zip code in the box. Watertown’s zip code is 06795.
- Use the drop down box to select Holy Disciples Catholic Middle School.
- Fill in the form with your contact information. Please note—passwords should only contain letters and numbers.
- Click “Send Account Creation Request.” Your registration is complete when you see a pop-up box confirmation. *Note you will need a separate parent login if you are using a current login for the elementary school.*

### Step 2. Link / add to your student(s) –

[Families with Middle School Account already should start here to add additional student](#)

- Go to [www.ezschoolapps.com](http://www.ezschoolapps.com) and click “Parent Login.” Login to your account.
- Click the blue button that says “Missing Student.” Enter last name.
- You will be prompted to add new student. *Existing middle school parent accounts can add new students under their existing middle school parent accounts.*

### Step 3. Add your credit card information.

- Click the tab (left side) labelled “Credit Card.”
- Click the button that says “Add Credit Card.”
- Fill in your information and click “Save Credit Card.”

### Step 4. Add funds to your student(s) bank(s).

- Click the tab labelled “Meal Payment.”
- Click the “Add Money” link to the right of your student’s name.
- Complete the required fields and click “Add Amount.” Note—to avoid excess processing fees, consider adding an amount that will cover meal selections for more than a single week (ex. \$50 or \$100).
- You may also make your selections first, then pay exact amount when you order.

### Step 5. Make your student’s meal selections.

- Click the tab labelled “Purchase Preorder.”
- Be sure the correct student name is displayed at top right.
- Click the bubble next to your student’s meal selections on applicable days. Click “Save/Pay” at the bottom of the screen. Note—if your student does not have funds to cover your selections you will be prompted to add funds at this point.

# MIDDLE SCHOOL CAFE

## OFFERINGS

LATE SUMMER 2025

OFFERINGS LISTED ON EZAPPS PORTAL BY DAY

### ENTREES

Chicken Tenders | Popcorn Chicken | Chicken Nuggets  
Cheese Quesadilla | Cheeseburger  
Soft Tacos | Ziti & Meatball | Shell Mac N' Cheese  
Hot Dog | | Pancakes | French Toast Sticks  
Belgian Waffle | Bosco Sticks | Pizza Slice

### ALTERNATES

Bagel & Cream Cheese | Pretzel  
Yogurt & Berry Parfait | Minestone Soup  
Chicken Noodle Soup | Broccoli Cheddar Soup

### DRINK CHOICES

Bottled Water | Skim Chocolate Milk  
Apple Juice | Orange Juice | Fruit Punch

### FRUIT & VEGGIES

Apple Slices | Oranges | Watermelon Wedge | Grapes |  
Apple Sauce | Roasted Squash | Corn On-The-Cob  
Cauliflower | Honeydew Slice | Green Beans | Steamed Broccoli

### SALAD TOPPERS

Tomatoes | Cucumbers  
Cheddar Cheese | Peppers | Croutons

### DESSERTS

Orange & Raspberry Sherbet | Chocolate Chip Cookie  
Ice Cream Sandwich | Vanilla, Chocolate, & Mint Ice Cream  
Graham Cookies | Brownie Square  
Chocolate Pudding | Cereal Bars

