

Dear Brentwood Families,

This school year is going to look a little different this year including our cafeterias. We are still here to feed your students the best we can. I wanted to inform you of some changes that are going to take place in the cafeteria for the start of the school year.

- We will not be utilizing our pin pads that the students would normally use to punch in their student ID number due to this being a high touch area. Instead, the pre order form will serve as the documentation of an ordered meal.
- Elementary students will continue to submit money to homeroom teachers. Middle/high school students will submit money into a locked drop-off box located in the cafeteria. The full amount of money turned in will be added to the student's account. No change will be given.
- Additional hand sanitizer pumps were installed around our serving lines
- Condiments will be cupped with lids or individual packets
- Meals will be served in paper bags or closed foam containers
- Students will be spaced out in the cafeteria to allow for physical distancing

The pre ordering meal Google form can be found on the District website homepage www.bb-sd.com Starting the second week of school the order form will close on Thursdays at 12:00pm for the following week's meals. Please do your best to have your orders in on time. If you miss this cut-off, please call the food service office at 412-881-4940 ext. 2500. The cut-off time is to ensure we have enough notice to order appropriate supplies/food and have time to prepare meals.

Below are specific procedures to explain how each building will be operating.

REMINDER: All meals will be charged to the student's account and charged according to their eligibility status. If you feel your circumstances have changed due to loss of wages, please fill out the free/reduced lunch application via the schoolcafe.com website. Please remember a new application must be completed within the first 30 school days every year. That date is October 12, 2020 this year.

Full Remote Students

- All meals will be ordered via the Google form located on the district website www.bb-sd.com
- Pick-up time is from 11:00am- 12:00pm
- Pick-up location is at the back patio which will be accessed from the sidewalk from the park parking lot at the Middle/High School.
- Who can pick up the meals? The student or parent/guardian of that household. You may NOT pick up for another household.
- Pick-up days and meals included are below:

Monday for: Monday lunch, Tuesday breakfast

Tuesday for: Tuesday lunch, Wednesday breakfast/lunch, Thursday breakfast

Thursday for: Thursday lunch, Friday breakfast/lunch, Monday breakfast

Moore and Elroy Hybrid Students

- Breakfast is from 7:45am – 8:15 am

-All breakfast meals regardless if they are to be taken home or eaten in school are to be pre-ordered through the Google form located on the district website.

- On days your student is in school the teacher will be taking their lunch orders the previous day they were in school. For example, for Group A: the teacher will take their lunch order on Monday for Thursday's lunch and Thursday for Monday's lunch.

- Breakfast will be served in a paper bag labeled with your student's name and entrée they ordered. All components will be in the bag.

- Lunch will be served in a compartment foam clamshell container with your student's name on it and entrée ordered. They will have the choice of milk and if they want the hot veggie or not. All other components will be in the container along with packaged condiments and silverware.

- If your student needs meals to take home with them for remote learning days you can order them via the Google form. Here is the schedule for when those meals will be distributed at dismissal time.

Hybrid Students

Group A –

Monday: Eats breakfast/lunch in school

End of day takes home: Tue breakfast/lunch & Wed breakfast/lunch

Thursday: Eats breakfast/lunch in school

End of day takes home: Fri breakfast/lunch

Group B-

Tuesday: Eats breakfast/lunch in school

End of day takes home : Wed breakfast/lunch & Thursday breakfast/lunch

Friday: eats breakfast/lunch in school

End of day takes home: mon breakfast/lunch

Middle/High Hybrid Students

- Breakfast is from 8:45am – 9:00am

- Students DO NOT need to pre order breakfast or lunch on days they are physically in school

- Meals that will be taken home at dismissal time for remote learning days will need pre ordered via the google form located on the district website. The take home meals will follow the same schedule above for hybrid students.

If you have any questions please call Nicole Wilding in the food service department at 412-881-4940 ext. 2500