

Dear Parent/Guardian,

Chartwells Dining Services together with Holmdel Township School District is pleased to offer our online meal pre-ordering system for Pre-K lunches. Below is a detailed outline of how the ordering system works.

- Register for an account on www.MyPaymentsPlus.com
 - To register you will need your child's name and student ID number
 - If you are already registered, you do not have to re-register
 - You can access My Payments Plus via the website or mobile app
 - Direct link to My Payments Plus can be found [here](#)
- Click on Events & Activities tab at the top of the homepage
 - Select weekly meal selection
 - Select your child
 - Add to cart
 - A form will pop up for you to make your selections for the week
 - Click save and complete
 - If you have multiple students, you will be able to easily move on to the next child
 - When you are finished, click checkout, proceed to checkout and complete order
 - You will receive a confirmation number when completed
 - You will not be able to go back and make changes
 - There is no fee associated with using the weekly meal order selection
 - For assistance, please contact MPP (877)237-0946
- Meal ordering will be available every week from Thursday at 1:00pm through Sunday at midnight
- Pre-K meals will be delivered directly to your child's classroom
 - Please provide your child's homeroom teacher's name in your order form
 - Meals will be labeled with your child's name and meal selection
- Orders will be processed through the in-house Point of Sale system each morning
 - You will not be charged through My Payments Plus when you place your meal order
 - Please notify us if your child will be absent and their meal was pre-ordered
 - You can add money to your child's lunch account using the My Payments Plus site/app or you can send in a check, made payable to HBOE Cafeteria, to school directly
- Menus are available to view on [Nutrislice](#)
- Here is a short video on My Payments Plus pre-ordering
 - [Parent Pre-Order Video](#)

If you have any questions regarding the Pre-K meal ordering program, please reach out to Lauren Barry at lbarry@holmdelschools.org

Have a great school year!