

Lunch Ordering with RenWeb

After signing on to ParentsWeb, choose Student Information >> Lunch. The lunch calendar will appear defaulting to the current week. The view for the calendar can be changed to month and the month can be changed as well. Our lunch options are the same for each week. To order lunches, choose “Create Web Order” above right of lunch calendar. Orders are placed by student, not by family, so be sure to choose the correct tab for each student. As you indicate which lunch you want for your student, the subtotal will automatically be calculated. When ordering is complete, be sure to choose “order items” at the bottom of the page. The next page will take you to the payment area. Cornerstone accepts ACH (direct bank transfers), Discover, Master Card, and American Express for payment.

While RenWeb will save orders (similar to an online “cart”), unless payment is submitted, the orders will not be processed. After submitting payment information, you will receive an email verifying payment. Also, after payment has been received, completed orders will appear in **BLUE** on the lunch calendar. This provides a quick reference should you forget which student has lunch on which day. Any lunches ordered, but not processed (paid for) will remain in **RED**.

A few things to keep in mind:

- While non-school days are indicated on the lunch calendar, *please compare the lunch calendar to our website calendar to avoid ordering on days your student may not be at school (i.e field trips).* School lunches are non-transferrable and non-refundable.
- Online lunch ordering is always available. However, on the 15th of each month the ordering will close for the month immediately following. Ordering will continue to be available for other months beyond that. For example, October lunches can be ordered until September 15th while November lunches can be ordered until October 15th and so forth.
- In the event of a snow day or other unexpected cancellation of school, pre-paid lunches will be credited to your account.
- If you do not receive a confirmation email, your order was not completely processed.
- Lunches will be served starting on the first Tuesday after Labor Day.