



# Poquoson Food Service

51 Odd Road Poquoson Virginia 23662  
Phone: 757-868-3151

Dear Parent/Guardian:

Poquoson City Public Schools Food Service will be offering free breakfasts and lunches to go for our Virtual Virginia students. Please email your café manager daily prior to 7:30 am to place your order. Menus can be found at <https://poquoson.schoolish.com/>.

Primary School Manager- Lori Johnson [Johnson-Lori1@aramark.com](mailto:Johnson-Lori1@aramark.com)

Elementary School Manager- Debbie Teabo [Teabo-Deborah@aramark.com](mailto:Teabo-Deborah@aramark.com)

Middle School Manager- Robin Banks Wilkins [BanksWilkins-Robin@aramark.com](mailto:BanksWilkins-Robin@aramark.com)

High School Manager- Cynthia Ackerman [Ackerman-Cynthia@aramark.com](mailto:Ackerman-Cynthia@aramark.com)

Meal pick up will be from 10:00 am – 10:30 am at the front door attendant at your child's school. Any orders received after 7:30 am will not be processed for pick up. If you have any questions please call 868-3151.

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To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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