

2019-2020 SCHOOL FOOD SERVICE INFORMATION

Our school meal programs must meet tough federal nutrition standards. These standards ensure that meals are healthy and well-balanced and provide students all the nutrition they need to succeed at school. School meals will offer students milk, fruits and vegetables, proteins and grains, and they must meet strict limits on saturated fat and portion size.

We publish our menus on the school website. Our lunch and breakfast programs continue to be a great value and a huge convenience for busy families too. Now is a great time to encourage your kids to choose school lunch and breakfast. We look forward to welcoming your children to our cafeteria this fall!

Breakfast and lunch programs are operated at each school nearly every school day. The only exception is if the district declares a late start to the school day due to inclement weather, the breakfast program does not operate. Free and reduced meal applications are mailed to each household before the start of school and are available in each school office at any time during the school year.

What makes up the School Lunch Program?

- 1.5 or 2 oz of meat/meat alternate (Grades K-8 – 1.5 oz. equivalency / Grades 9-12 – 2 oz. equivalency)
- ½ cup of vegetables **OR** ½ cup of fruit or a combination of each **(This is a requirement for all students.**
- 1 or 2 grain/bread components (Grades K-8 – 1 oz. equivalency / Grades 9-12 – 2 oz. equivalency)
- ½ pint of (choice) white skim, white low-fat or chocolate skim milk

What makes up the School Breakfast Program?

- ½ pint of (choice) white skim, white low-fat milk or chocolate skim milk
- 1 – cup of juice/fruit/vegetable (Juice counts for ½ cup) **(This is a requirement for all students!)**
- 1 or 2 Servings of grain/bread/bread alternate: toast, muffin, pancakes, waffle or cereal
- 1 -- serving of meat/meat alternate: meat, cheese, egg, or peanut butter (If offered, but not required.)

Offer vs. Serve

In an effort to cut waste, the Federal Government gives the local food authority the option to allow students to choose three out of the five components that are required to be served and still count as a full lunch. This practice also holds true for the breakfast program. Students are required to take three of the four components that are offered. In following this practice, we hope that we can cut food waste. Students are “charged” for their meal at the end of the serving line. If a student’s tray does not have the required choices, they will be asked to return to the serving line to choose another component. We offer students the choice of either fresh fruit or canned fruit and/or fresh or cooked vegetables. We have given this choice in hopes that it will give the student an item in each area that they like and will eat.

Why can't students take all they want?

The school food service program was designed to give students one-third of their daily nutritional intake and not be a supplement for all three meals. The second important factor is that the school district, along with state and federal agencies, expect that the lunch and breakfast program be run in an efficient manner that maintains a break-even budget.

Who pays for the program?

The student payment is only a part of the price that it takes to produce a school lunch or breakfast. The Federal Government provides commodities that are purchased and donated to the school lunch program for about \$.23 per meal. They also reimburse the District \$.37 per student meal. The Federal Government also pays for the students who are free and pays a portion for the reduced students. The State of Wisconsin also contributes to the program with payments for all lunches and breakfasts that are served. The school district also provides both personnel and financial support for the lunch and breakfast program. Wages and benefits of the food service staff are required to be paid out of the school lunch program, along with all the food, supplies, and equipment.

Breakfast Program

Breakfast will be served at the high school and elementary/middle school and is available to all students. Breakfast will not be served at either the high school or elementary/middle schools when school is delayed in the morning due to inclement weather or any other emergency.

Made to Order Individual Sandwiches, Salads and Wrap For Middle & High School Students

Made-to-order cold ham and/or turkey sandwiches, chicken ranch wraps and fresh lettuce salads will be offered to middle school and high school students. They will count as a reimbursable meal as long as students choose from fruits and/or vegetables from the main line to make a complete meal. Milk will be offered with these items also. Hamburgers, cheeseburgers, chicken sandwiches, and pork riblet sandwiches can be ordered by high school students also.

Individual sandwiches, wraps and salads must be ordered by 8:15 each morning. Order slips will be available near the kitchen in each school. Students will go through the regular lunch line to pick up their order and complete the rest of their meal. Students who order individual sandwiches and salads will be expected to purchase what they order or they may lose the privilege of ordering a made-to-order meal.

Individual sandwiches, salads and wraps will not be offered at either school on days when school is delayed in the morning due to inclement weather or any other emergency.

Milk to drink with lunches brought from home:

Students are welcome to bring a sack lunch from home to eat in the cafeteria. The cost for a carton of milk is .30 if a student wishes to drink milk with their lunch brought from home. Students who qualify for free or reduced meals must also pay for a milk to drink with a sack lunch from home because the district is only reimbursed if a student has a complete meal.

The Super Lunch:

A Super Lunch is a double entree. The student is charged \$1.50 for the second entree. This enables the student with a larger appetite to have a second entree. It is also a way to control the misuse of taking too much food. The super lunch is available to students in grades 5 through 12. Students must have sufficient funds in their account to purchase a super lunch.

Elementary School Milk Breaks

Milk breaks are scheduled in grades **4K & EC** through **four** sometime in the morning or afternoon at the individual classroom teacher's discretion. Milk for breaks can be purchased on a semester or yearly basis. No daily milk "tickets" are available for purchase for milk breaks. There are no scheduled daily milk breaks for middle and high school students.

Meal Cards

All students are issued a professionally manufactured meal card. Students are expected to keep their meal card in excellent condition and to bring their card with them every day. Students who intentionally deface their card or lose it will be required to purchase a new one. In addition, the student will be served at the end of the serving line until the card is replaced and reported to the school principal for possible disciplinary action.

Information About The Use Of The Computerized Lunch Program

The Iowa-Grant School District Food Service Program utilizes a meal accountability system called Total Access. This system provides the opportunity for each family in the school district to have an account in the food service department. All students are issued a professional grade meal card with their picture on it. Each family can make one payment to cover the meal needs for all their students in both schools. After students make their meal or ala carte selection, a school district employee will scan each student's meal card, enter the meals or food items the student selected, and the computer will automatically deduct the price of the meal and/or ala carte items selected from their account.

1.) WHERE DO STUDENTS PICK UP A MEAL CARD?

They will be given out on the first day of school.

2.) HOW DO I DEPOSIT MONEY INTO A FAMILY ACCOUNT AND HOW OFTEN CAN IT BE DEPOSITED?

The district has an online payment system called School Pay where parents can pay for meals and food for their children with a debit or credit card. Parents can access School Pay through Power School. School Pay charges a convenience fee to use their program. The convenience fees are as follows:

- \$1.00 per transaction for all transactions \$1.00 to \$14.00
- \$1.95 per transaction for all transactions \$15.00 to \$49.99
- \$3.99% for all transactions greater than or equal to \$50.00

Parents can also enclose a check or cash in an envelope with one of your children's name (FIRST & LAST) and grade on it and send it to school with your child. High school and middle school students will take their payments to a drop box located outside of each school office and next to Room 400 at IGEMS. Elementary students will put it in a deposit envelope from their homeroom teacher. Students are encouraged to use the preprinted payment envelopes provided by the school district if paying with cash or check. Payment for meals can be any amount and can be made as often as needed. **Deposits will be entered into accounts at 9:00 a.m. Any deposit brought to the office, given to a teacher or dropped in the box after 9:00 a.m. will be deposited the following school day.**

3.) HOW WILL I KNOW WHEN TO MAKE A DEPOSIT?

When a family's account reaches a low balance, a computer generated reminder will be given to each student every day in the lunch line. Families will be sent notice of a low balance or past due balance to their email account on file at the school. Families can add other email addresses if they choose. **If you do not have an email address to receive low balance and past due balances from school, please check with your children frequently to see if your family account needs attention.**

4.) CAN STUDENTS CHARGE MEALS?

Iowa-Grant School District has a no charge policy as directed by the Child Nutrition Section of the Department of Education. However, in extreme cases a student in the elementary grades (4K & EC through 4) may be allowed to charge a meal. If families allow their family meal balance to get too far in arrears, they district may ask those families to send meals from home until the past due amount is paid. Adults are never allowed to charge meals.

5.) CAN STUDENTS USE THEIR MEAL CARD FOR EXTRA OR INDIVIDUAL ITEMS?

Yes, money deposited in an account can be used to purchase Breakfast, Lunch, Milk, and Ala Carte items on the serving line. Students must have a positive balance in their meal account to purchase ala carte and extra items such as milk and super lunch. If a parent elects for their student not to purchase ala carte or extra items on their lunch money, it is the parents' responsibility to call or send a note to the school office to put a block on the account. An account "ala carte block" form is attached. This will allow the student to purchase only Breakfast and Lunch meals. If you placed a block on your child's account last year, it remains for this school year, and will stay until you contact the district or school office to remove it.

6.) WHAT HAPPENS IF A STUDENT THINKS HIS MEAL CARD IS LOST OR STOLEN?

When a meal card is issued, it is the responsibility of the student to keep their card in a safe place. School food service is not responsible for unauthorized account access. If a student feels his/her account is being accessed by another student, please contact the school office immediately. **Replacement cards will cost \$5.00.**

LUNCH, BREAKFAST AND MILK PRICES

Grades EC & 4K - 4	Full Price Lunch	\$2.80 or \$14.00 for a 5 day week
Grades 5 - 12	Full Price Lunch	\$3.15 or \$15.75 for a 5 day week
Grades EC & 4K - 12	Reduced Price Lunch	\$.40 or \$2.00 for a 5 day week
	Adult Lunch	\$4.25 or \$21.25 for a 5 day week
Grades EC & 4K - 4	Full Price Breakfast	\$1.50 or \$7.50 for a 5 day week
Grades 5 - 12	Full Price Breakfast	\$1.60 or \$8.00 for a 5 day week
Grades EC & 4K - 12	Reduced Price Breakfast	\$.30 or \$1.50 for a 5 day week
	Adult Breakfast	\$2.30 or \$11.50 for a 5 day week
Grades EC & 4K - 12	Sack Lunch/Extra Milk	\$.30/carton of milk
Grades K - 4	Milk Break Milk	\$40/School Year or \$22/Semester
Grades EC & 4K	Milk Break Milk	\$20/School Year or \$11/Semester

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

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, 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.

This institution is an equal opportunity provider.

**Iowa-Grant School District
Block For Ala Carte Purchases
From Family Meal Accounts**

Parents/Guardians are able to control how much their children purchase in meals and other food items with their family meal accounts at school. If you only want your child(ren) to purchase meals with their family meal account, please complete the following form, sign it and return it to school.

Anything other than a breakfast or lunch meal is considered an ala carte item including extra food served, super meals, additional milk purchased with a meal or a carton of milk to drink with a lunch brought from home, etc. If you complete this form, only breakfast and lunch meals will be served to your child(ren).

This block can be implemented or changed twice during a school year at the start of either semester. This block will remain in effect until a parent or guardian contacts the district office or food service office to remove it.

If you completed this form last school year, and wish to continue the block, no action is needed!

Please list your children below if you want a block placed on their account for ala carte purchases.

Parent or Guardian Signature

Date