

2020 -2021 Germantown Nutrition Services Information Sheet

Meal Prices for Elementary & Middle School Students

Reduced Price Breakfast	.30¢
Reduced Price Lunch	.40¢
Full Price Breakfast	\$1.60
Full Price Lunch	\$2.95

Meal Prices for High School Students

Reduced Price Breakfast	.30¢
Reduced Price Lunch	.40¢
Full Price Breakfast	\$1.60
Full Price Lunch	\$3.35

What is a Meal?

←The 5 Components for school meals



For Offer vs. Serve Breakfast-OVS (non BIC) – We must offer 4 food items from above, student must take at least 3 items one item must be a fruit or vegetable plus 2 other items to make it a meal.

Breakfast in the Classroom-OVS (BIC) – We must offer 4 items and student must take 3 of the items, one must be a fruit or vegetable plus 2 other items to make it a meal.

Lunch- Student must choose at least 3 components; one MUST be a fruit and/or a vegetable and 2 other components at a minimum. Student can choose up to 5 components for best nutrition. Meal can be as minimal as a chicken sandwich and an apple (meat/meat alternative, grain & fruit - 3 components), or as much as a deli sub, an apple, a portion of green beans, a portion of salad and milk. (1-Meat/meat alternative, 1-grain, 1 fruit, 2 vegetable and 1-milk =5 components/6 items max).

Ala Carte Items – In addition to our meal options above we do offer our students ala carte items, prices for all items are posted. All ala carte choices meet the Smart Snack Nutritional Guidelines. If you do not wish for your child to have the option to purchase ala carte items you must call the Nutrition Services office to have your child's account placed on a "Meals Only "option. They will not be able to purchase ala carte or extra items including single milk. **Any student with a negative meal account will not be able to purchase ala carte snacks until the balance is paid off.**

***All students eligible for free or reduced lunch are also eligible for free or reduced breakfast. Ensure your child starts their day off right with a healthy breakfast!**

Payment Options

Cash or Check – If paying by check please ensure the check has your phone number along with your students name and ID number in the memo section.

MySchoolBucks – An on-line pre-payment option that accepts MasterCard and VISA credit/debit cards; or you may pay by electronic debit from your Checking or Savings account. Please follow the step by step instructions at this link

<https://www.myschoolbucks.com> to set up an account. You must have your student's ID number to complete account setup.

You can check your students balance by setting up an account with My School Bucks. This is a free service to view your student's account or place low balance alerts on your account to notify you when your balance is low. To place money on your students account there is a program fee per on-line payment transaction. Money applied to a student's account is **usually** available within 24 hours, please plan accordingly. If you need further assistance please contact or email Debbie Davis in the Nutrition Office at 901-752-7900/(844) 806-0347 or debra.davis@gmsdk12.org.

Free & Reduced Meal Information – Free & Reduced applications are available either at your child's school office or available to print on-line. One APPLICATION PER FAMILY IS ALL THAT IS NECESSARY. Applications can be turned in to your child's school office. Notification letters will be mailed to all households that apply for the free/reduced program. **A new application must be filled out EVERY school year if you have not received a direct certification letter.**

Nutrition Services Department Charge Policy

Germantown Nutrition Service Department Charge Policy:

- The charge limit for each child will be set at \$20.00
- When a child has no funds available on their account, the cashier/cafeteria manager may charge the meal to their account up to the limit of \$20.00. The student may charge only those items included in and defined as a "meal". No other items, such as ice cream, chips, etc. may be charged.
- At the end of each day, the cafeteria manager should generate the Charge Report.
- As well, the Cafeteria Manager should print the individual Low Balance and Negative Balance Letters.
- These letters should then be sent to the homeroom teachers via their boxes to be put in the students' backpacks. An email will be sent to parents along with the letters going home.
- **On Thursday and Friday**, a copy of the charge Report should be given to the principal/designated assistant in the front office. This person shall be responsible for calling the parent/guardian listed on the report.
- **Payments to the account will first be applied toward the credit amount.**
- Payments may be made online or sent in through the office in cash or check, appropriately labeled with child's name and student's My School Bucks identification number for the cafeteria manager. These payments should be documented on a Daily Cash Report and sent to the cafeteria in the morning.
- **In the event that a student's balance remains unpaid at the beginning of the next week, the principal or principal's designated assistant of the student's school will contact the parent to discuss the charge situation, and the need to settle the balance.**
- If warranted the school counselor should have a copy of the negative balance list to address any extenuating circumstances.
- **Students with unpaid balances at the end of a quarter, semester of school year will have records/report cards held and access to Skyward denied until their balances are paid in full.**

USDA Nondiscrimination Statement For all other FNS nutrition assistance programs, State or local agencies, and their subrecipients, must post the following Nondiscrimination Statement: 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.

7/17/19 KK