

WELCOME TO YOUR ELEMENTARY SCHOOL CAFETERIA!

Your food service staff is excited to be an important part of your school day! Please review these program highlights:

A healthy breakfast is available to students each school day. Please remember that a school breakfast meal offers 4 components: Milk, Fruit or Vegetable; and either 2 choices from one of these or 1 choice from each of these: Grain/Bread or Meat/Meat Alternate. Each meal is \$1.50

Lunch offers a choice of, several entree options daily. Option #1 is a hot entree with vegetable; Option#2 is a salad or sandwich meal. Each meal is \$2.05 and contains a meat or meat alternate, vegetable, fruit or juice, bread and milk serving. Monthly menus are published in your student's newsletter and are also available at the District web page, <http://www.usd385.org>

Students with positive account balances may purchase extra milk or juice at lunchtime. A limited ala carte program is offered to participating 5th grade students with positive account balances.

Account Balances.

Beginning with the 2011-12 school year, Andover School Food Services will no longer print reminders for elementary student lunch accounts. These are the reminders that had been given to the classroom teachers each Friday to be sent home with the students. Only email notification will be sent each Thursday for each account with a balance of **+\$30.00 and below**. You will be notified at your Power School email address.

To check your student lunch account balance:

Go to the district website, WWW.USD385.ORG

Select *Payments and Fees*

Select *Meal Account Deposits*

Click the picture of the school lunch

Scroll to the bottom of the page and type your student's last name and ID number. This is the number the student enters into the pin pad to charge meals in the lunch line. It is also their library number. This number is noted on your weekly email and on printed reminders for elementary students from food services. Also, it is listed in your student's record in Power School. Your student's current balance will appear at the bottom of the screen, below his name and ID number. You do not have to make a payment on line to retrieve this information.

If you do not have email or access to online account information, please contact the Food Service Office, (316) 218-4603 to receive current account information.

Any full or reduced-pay elementary student with an account balance of **-\$20.00 or greater**, will be given cereal and milk. This meal will be given to the student for a period of 3 days. If at the end of this 3-day period, Andover Food Services has not been notified as to payment arrangements or if payment has not been made, charges will not be allowed. The student must bring payment to purchase a lunch or bring a lunch to school. This policy helps to operate a balanced program for USD#385.

Students who qualify for free meal benefits and have negative lunch account balances (due to ala carte or snack milk purchases) cannot be denied a school meal, as established by USDA.

When account balances are at zero or below, juice and/or extra purchases are not allowed. Please remember that the snack milk program is an ala carte program that requires a positive lunch account balance in order for the student to participate.

Free & Reduced Meals are available to qualifying households. An application may be obtained at any time during the school year. Please contact Andover District Office, 218-4660. **Please remember that snack milks and ala carte items are not included in the free and reduced meal program.**

Snack Milk Program: The snack milk program is available to pre-k and kindergarten students only. This program offers a \$.40 carton of milk from the cafeteria each day, which will be charged to the student's lunch account. If you should see five milks charged to your student's account on one day, please remember that these charges are for the prior week's snack milks. The lunchroom uses your classroom teacher's milk worksheet to charge your student account. Please note that the snack milk program is not included in the free and reduced meal program. To participate in this program, students must maintain a positive account balance.

Lunch Account System

The student lunch ID number will remain the same until he/she graduates.

Please note that the Nutrikids system places deposits into individual accounts, not family accounts.

Deposits must be placed in an envelope accompanied by the **student's name and ID number**. If there is more than one student in a family in either school, one student may make deposits to their sibling's accounts as long as you give us the ID numbers of each student and tell us the amounts to deposit to each account.

Example:

A \$20.00 check.....Billy Doe - Grade 4 #1111 \$10.00
Judy Doe - Grade 6 #2222 \$10.00

Nutrikids is linked to Power School so student records in the lunch program will contain current and more accurate data. Student photos are displayed when the student lunch ID is entered into the serving line keypad, improving accuracy and security. Account information regarding allergies; whether the student can or cannot charge ala carte item and account comments are also displayed when the Student ID is entered into the serving line keypad. For the student's protection, full, reduced or free meal status is not displayed in the serving line.

Your student's current balance will appear at the bottom of the screen, below his name and ID number. You do not have to make a payment on line to retrieve this information

For your convenience, payment to meal accounts may be made in a variety of ways. Payments may be given to the cafeteria staff or office staff. Payments may be made at the District web page, www.usd385.org and by selecting the Online Fee Payment link. Payments may also be made to the Food Services office, 202 W. Market, Andover, KS 67002. Of course, cash is always accepted for purchases in the lunchroom.

Deposits should be made before classes begin for the day to ensure current account information.

Visitors planning to eat school lunch with their students are asked to check in at the office upon arrival. Guest meals are \$3.15 and cannot be charged to student accounts. We also ask that you pay with small bills.

Please contact Andover Food Services, 218-4603, with any questions or comments.

Ann Katt
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This institution is an equal opportunity provider.