

# Lunch Information

The Deerfield Nutrition Services department offers meals to all students and staff in both buildings. The district participates in the Federal National School Lunch Program regulated by the USDA. Participation in the federal program makes it possible for the district to offer meals to low-income families for free or reduced prices.

## **Lunch Fees**

	Price Per Day	Avg. Cost Per Month
Elementary School Students	\$2.75	\$55.00
Middle School Students	\$3.00	\$60.00
High School Students	\$3.00	\$60.00
Adults	\$4.65	\$93.00
Milk	35¢ per carton	

Families are encouraged to send meal payments monthly.

***Morning Milk Program*** for K-6 students only - \$0.35 per day, or \$61.00 per student per school year. Morning milk is deducted daily from the student's meal account if they take milk at snack time. Students who qualify for Free or Reduced priced lunch receive Morning Milk at no charge.

## **Free and Reduced Lunch Information:**

Applications for free or reduced lunches are in this packet or they may be picked up in either school office. **You must reapply each school year for the free and reduced lunch program.** If you qualified the prior year, you have two weeks from the start of school to submit your application and if we do not hear from you within those two weeks, your child(ren) will need to bring a lunch from home or purchase meals at full price. If you have questions please feel free to contact the Director of Nutrition Services at 764-5442. Completed forms can be returned to either school office.

## **Medical or Special Dietary Needs:**

Regulations allow for substitutions of the food choices if a child is unable to consume the required foods because of medical or other special dietary needs. An example would be substituting for milk in the case of a child with lactose intolerance. Such an exception must be supported by a statement from a recognized medical authority which includes recommended substitute foods. The statement must be maintained on file in the school.

## **Computerized meal account system information:**

The district uses a computerized meal account system. Each student in the district is automatically set up with a meal account to accept deposits and track meal service. Middle and high school students access their account by entering their student ID number. Elementary student meals are entered into the computer from a class list as they proceed through the lunch line.

## **Payment by check or cash:**

Deposits for meal accounts will be accepted in the school office any time during the school day. Please place payment in an envelope indicating the **name of all students** and the **amount to deposit into each student's account** if payment is for more than one student. Checks should be made payable to the Deerfield Community School District. Please note that the district will require reimbursement for any bank charges incurred for returned checks.

### **Internet payments:**

The district offers parents the option to make meal account deposits online. Please refer to the district web-site ([www.deerfield.k12.wi.us](http://www.deerfield.k12.wi.us)) for instructions on setting up electronic payments. Electronic meal account payments are credited to the student meal account within minutes of completing the transaction online.

Registering for the internet payment service is free. You may pay by Debit Card or ACH from a Checking Account for free. There is a small transaction fee incurred when making an electronic payment by Credit Card.

The district internet payment option offers more than the ability to make a payment. The eFunds internet system also allows parents to receive automatic email notifications when their student's meal account balance reaches a specified amount. The system allows parents to set up scheduled automatic payments on a regular basis or when the account balance reaches a certain level.

### **A La Carte Options Middle & High School ONLY:**

Parents may use Skyward Family Access and have the ability to view their student's meal account balance and transactions in real time as well as set limits on a student(s) a la carte purchases. Please contact the Nutrition Services Director for more information.

## **Students with negative meal account balances will not be allowed to purchase a la carte items on their account.**

### **Negative Balances:**

With the internet payment system, parents are able to view student meal account balances online at any time. The system allows the district to reduce paper, printing, postage and time expenses. Parents will no longer receive low balance notification notices unless the child's account has a negative balance. Unpaid meal charges will be carried over at the end of the school year as a delinquent debt and collection efforts will continue in to the next school year. Please be aware that free and reduced meal applications are accepted at any time during the school year.

### **Middle/High School Lunch Procedures:**

Please share this information with your middle and high school students.

- ❖ To protect the integrity of account balances student pictures appear when the account is being accessed.
- ❖ Lost or stolen ID cards must be reported to the cashier as soon as possible.
- ❖ A La Carte items are available for purchase as well as extra servings of meal components. Parents may request an account restriction on a la carte purchases. Please call or email the Director of Nutrition Services for more information at [dunningtona@deerfield.k12.wi.us](mailto:dunningtona@deerfield.k12.wi.us) or (608) 764-5442 x5110.
- ❖ **Students will not be allowed to make any a la carte purchases if their meal account has a negative balance.**

### **Contact Information**

Please contact the Nutrition Services Department with any questions, comments or concerns regarding the school meal program.

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