



## Lodi School District Food Service Information School Year 20/21

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The following are important highlights of the food service program and should be **saved** for reference throughout the year, along with reviewing each school's student handbook, for more specific information. Food service information is also available on the district website.

### **School Year 20/21 PRICES:**

**Student Lunch** .. Grades K - 5 .... \$2.80    Grades 6 – 12 ..\$2.90    Reduced (all) .....\$40

**Student Breakfast**.....Grades K- 12.....\$1.70    Reduced (all)...\$.30

**Adult:** Lunch ...\$4.00 or Breakfast...\$2.50

**Milk or Juice** ... \$.40

**\*4K Options - Student MILK Break YEARLY fee: ..\$58.00 and/or 4K - Student SNACK Break YEARLY fee: ..\$45.00**

**Family food service account & payments:** All food service money is deposited into ONE family account for all students in grades K-12. Daily purchases are deducted from this account. Deposits may be mailed to food service (see address above) or completed online. After school begins the students can drop them in the deposit box located by each school office. Include the student's and family account name with your payment. Deposit a sufficient amount of monies to cover all food service costs: including ala carte, nutrition break, second meals, breakfast and milk purchases. The online payment option is **available** for deposits in the family food service account. Log in to the IC parent portal and click on the PAYMENT link on the left side. You will be required to register your payment information the first time it is utilized. The payment will be credited into the account **immediately** after the payment is completed. It is each household's responsibility to monitor the account balance. Balance information may be viewed online at the Infinite Campus parent portal and is displayed to the students on the checkout terminal. You may contact food service to block all ala carte purchases (except milk) per student. **The system is PRE PAY and NOT a CHARGING account.** Money must be turned in BEFORE 9 am daily! Money received after this time may NOT be credited to the account until the following business day. Contact food service directly with any account questions or if your family is experiencing a financial hardship.

**\*4K Students Yearly milk and/or snack fee:** This is an optional yearly fee and should only be paid if a 4K student would like a daily break milk and/or a healthy snack item provided by food service. All snacks shall meet the USDA "Smart Snack" guidelines. The fee should be paid once a year and be clearly labeled with the student(s) name and choice selection(s) or can be paid online. The yearly cost is: 4K break milk \$58.00 and/or 4K snack break \$45.00.

**Infinite Campus (IC) account access and balance notifications:** When the account balance falls below \$20.00 or is negative, you will be notified by the IC system that a payment is due. All adult members of a household will receive the messenger notification for account balance information. Each member may edit their contact preference within the IC parent portal. The account link will give real-time access to all student purchases. Selecting the account number in the index will access the food service section. All deposits and purchases for the selected month are displayed in a table. Below the table is the account balance at the end of the selected month. To print a copy of the transactions, select generate report which is located at the bottom right of the page and print the PDF that appears. For specific questions relating to parent portal access contact Kris Wendorf at 592-3851 ext 5483 or email [wendokr@lodischoolswi.org](mailto:wendokr@lodischoolswi.org)

**Student PIN:** All students are issued a four digit Personal Identification Number (PIN) that is entered when making purchases. The PIN stays the same every year. Kindergartners and new students will receive their PIN from food service staff after their enrollment is completed. Students who qualify for the free meal program will also be required to enter their PIN.

**Menu/Meal options/Nutrition Information:** The interactive Meal Viewer menu is available online, within the Districts Food Service tab, and provided on monitors for viewing in each cafeteria. The Meal Viewer program provides up to date nutrition information along with daily menu options. As a District we strive to offer healthy meal options. All our menus feature fresh fruits, salads, farm to school items and whole grains. Review the Meal Viewer menu for all the options offered. If your student has any special dietary concerns or food allergies contact the Food Service Director for special assistance.

**Grab N Go Breakfast/AM Nutrition break:** A grab n go breakfast/AM milk break is offered to all students. A choice of purchasing the full breakfast meal (free/reduced pricing applies) or a single milk will be available in the cafeteria. The cost will be deducted from the family account when the student enters their PIN. Students on the free/reduced meal program do NOT qualify for a free/reduced milk if purchased separately from a full meal. They DO qualify if they take the FULL breakfast. NO milk purchase will be allowed if the account is negative. Please encourage your child to participate in the breakfast program, as we all know, there is an important link between eating a good breakfast and improved learning.

**Free/reduced lunch & breakfast program:** Any family that is approved by the direct certification process will receive an approval letter and will NOT need to fill out an application. All other families MUST fill out a **new** application every year. Complete and return the application as soon as possible to take full advantage of the free/reduced meal program. An application is enclosed and may also be printed from the district's web site or picked up at each school office. The free/reduced meal program does NOT include the purchase of break milk, single milk/juice or any ala carte purchases. After the family application is reviewed, a letter will be sent confirming your status, keep a copy of this letter to prove your eligibility status. The district may offer reduced and/or waived fees (examples: registration & athletic passes) when you qualify for the free/reduced meal program or if you have a financial hardship. If you are interested in this option only YOU may request to participate and share your information with the appropriate district staff. You may also request a fee waiver during the online registration process, look for the check box to waive fees.

#### **Negative Balance Procedure**

It is established that the District's Food Service program utilizes a prepay system. Monies must be available in the family account before purchases will be allowed. Deposits may be sent to each school building, paid online with the IC parent portal or mailed to the attention of the food service department. Families may monitor and view their account balance and detailed statement within the IC parent portal or request a statement from the food service department. Students may view their account balance on the point of sale terminal during meal service. When the account balance starts to fall below \$20.00 the family will be notified by the IC system that a payment is required and will continue until a deposit has been received.

If a family account has a negative balance and no monies or response from the family has been received the student's name will be forwarded to the building secretaries. They will talk with the student and help them contact a parent who can choose to make a deposit or bring a meal from home. It is designed so as to avoid denying the student a meal while in the food service line. It DOES NOT apply to a student participating in the free meal program. Absolutely no ala carte purchases shall be allowed once the account is negative.

#### **District Wellness Policy**

The Food Service program is linked closely to the District Wellness Policy. The policy, along with procedures, can be viewed on the district website and feature guidelines that help shape the wellness environment within the district. Highlights include: physical activity, wellness education, school meals, ala carte/vending/snack items, learning incentives & classroom activities. Please review the policy for additional information. Families are encouraged to join the wellness committee and may do so by contacting the school for more information.