

August 1, 2023



Dear Parents,

The Kewaskum School District uses a computerized accounting system for the district's lunch program. It is a PRE-PAID debit system, similar to a debit card or checking account. You must have money in your account to purchase a meal. A check or cash may be deposited into your account at anytime. You can also deposit funds to lunch accounts online via "e-funds". For more information using e-funds, call (262)626-3118. You may use a variety of payment methods (weekly, monthly, semester, etc.). Our payment system runs a "family account", so if you have more than one child, please make only one deposit, that will cover the children in your household.

	LUNCH			BREAKFAST
	<u>Daily</u>	<u>Weekly</u>	<u>Monthly(20 Days)</u>	<u>Daily</u>
Elementary Student	\$2.75	\$13.75	\$55.00	\$1.55
Middle School Student	\$3.00	\$15.00	\$60.00	\$1.75
High School Student	\$3.00	\$15.00	\$60.00	\$1.75
Reduced Price	\$.40	\$2.00	\$8.00	\$.30
Adults/Visitors/Child Visitors	\$4.30	\$21.50	\$86.00	\$2.45

For information about your child's Lunch Account, please contact Becky Ehmer (262)626-3118 or Behmer@kewaskumschools.org . Please provide:

- Head of the household's last name
- Your address
- Phone Number

Are you moving? Changing your last name or phone number? Important! Please, contact your child's school secretary. *If we do not know which account is yours, we cannot deposit your money!!*

***KHS and KMS Parents** if you do not want your children to purchase "A la carte" food items you must sign a "No A La Carte Form". Available at "Open House" or call (262)626-3118.

Our computerized system works as follow:

1. Each student/staff member is issued a 4 – digit PIN/I.D. number which corresponds with their lunch account, that the computerized system will keep track of deposits and purchases. The student or the lunch cashiers can enter a student by PIN number or by name, should they forget their PIN number. The amount of purchase is subtracted from the appropriate family's account.
2. Parents, please make checks payable to Child Nutrition. Bring checks to school office or mail to:
Child Nutrition c/o Kewaskum High School
1510 Bilgo Lane
Kewaskum, WI 53040

Please, **do not combine this check with money for other purposes**, such as field trips, book fees or sports. We cannot give change to students, as the deposits are entered and deposited at one central location. The entire amount will be entered into your family's lunch account. This will apply for all meal account deposits made throughout the school year.

IMPORTANT: It is necessary to put money in to your account in order to buy a lunch. The system is like a checking account, not a credit card.

If your account balance falls below \$5.00, you will be notified in the following manner:

- a. FES & KES – cashiers do not inform the students, as we don't feel it's appropriate at that age level.
- b. MIDDLE & HIGH SCHOOLS – The cashier will inform your student and offer him/her a payment envelope to take home
- c. DISTRICT – The district office has a phone calling system that will call you when your account is below \$10.00.

Students who have been approved for free or reduced lunches will also be automatically issued a PIN number. ALL FAMILY MEMBERS WILL DRAW FROM ONE ACCOUNT! Any remaining funds in the family accounts at the end of the school year will be carried over in your account for the next school year. Or, the remaining funds will be returned to you at your written request.

Please call if you have any questions or concerns.

The Nutrition Department is run by the district. We look forward to providing the students and staff with Healthy and Nutritious Meals! Please check out the website at <https://www.kewaskumschools.org/departments/nutritionservices> for information regarding Nutrition Services.

Sincerely,

Terri Miller
Nutrition Services Director
(262)626-3063
TMiller@kewaskumschools.org

Eat Well and be Healthy!!!

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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; or

2. fax:

(833) 256-1665 or (202) 690-7442; or

3. Email: program.intake@usda.gov

This institution is an equal opportunity provider.