



The USD 232 Student Nutrition department is dedicated to providing all students nutritionally balanced, healthy and delicious meals. Our mission is to maximize our students' potential by providing safe, quality food choices and excellent customer service.

This quick reference guide has been created to help parents, students, and staff understand and easily navigate the school meals program offered in our cafeterias.

Student Meal Accounts

- Each student enrolled in USD 232 is assigned a personal lunch account. This account is unique to the student and is assigned to their student record throughout their entire career in USD 232.
- A unique PIN (or keypad number) is also assigned to each student account. This number is entered by the student at the register in each cafeteria any time a purchase is made. Cashiers verify student information in the point-of-sale screen to ensure that the correct account is being used. If a student forgets their keypad number, the cashier can look up the student's account by first/last name. *(NOTE: Kindergarten and first-grade students will begin the year with additional assistance for meal purchases and will not be required to memorize their keypad number.)*
- Real-time activity of student accounts can be viewed by authorized parents and guardians by signing into Skyward Family Access. The Food Service tab for each student in the family shows daily purchases and payments. A year-to-date statement can also be generated through this portal. For assistance with logging into Skyward Family Access, please contact your student's school.



Meal Service: Creating a "Meal Deal"

To ensure that students are receiving the greatest nutrition for the best value, our menus are created so that any entrée can be made into a "Meal Deal."

Students may take as many fruits and vegetables as they will eat as part of the breakfast or lunch "Meal Deal" during their initial trip through the cafeteria serving line. Occasionally, certain items – such as potatoes, strawberries, special seasonal offerings, etc. – may be limited to ensure that all students have access to these items and that required nutritional composition is maintained.

Middle and high school students who do not take the necessary amounts for a "Meal Deal" will be reminded at the register to complete their meal. If the student declines, all items will be charged as a la carte – which frequently costs more than a complete meal. This will be indicated on the student's meal statement as a no-charge entry listed as "Declined Fruit/Veg."

Due to Federal Regulation, condiments are only available to students, parents, and staff who purchase items from the cafeteria.

Breakfast Meal Deal. Students must select at least 3 of the 4 (or 5) items offered – with at least one being ½ cup fruit – to purchase a complete meal or “Meal Deal.” Typically, this consists of the entrée, milk carton, fruit and/or juice carton.

Student Breakfast	Full Pay	\$1.55 (Elem) / \$1.65 (MS) / \$1.65 (HS)
	Reduced Priced	\$0.30 (all levels)
	Extra Milk/Juice	\$0.60 (all levels)

Lunch Meal Deal. Students must select at least 3 of the 5 items offered – with at least one being ½ cup fruit or vegetable – to purchase a complete meal or “Meal Deal.” Typically, this consists of the entrée, vegetable, fruit, juice carton and/or milk carton.

Student Lunch	Full Pay	\$2.85 (Elem) / \$2.90 (MS) / \$3.00 (HS)
	Reduced Price	\$0.40 (all levels)
	Free Price	\$0.00 (all levels)
	Extra Milk/Juice	\$0.60 (all levels)

Students who qualify for free- or reduced-price meals must take the necessary items to make a complete meal to obtain their benefit. Milk or juice to drink with a lunch from home is not included in free/reduced price benefits.

Meal Account Payments

- **Personal check or cash sent in with student to the school.** Make all personal checks out to "Your Student's School Building - Student Nutrition" (example: Horizon Elementary - Student Nutrition). Please list your child's **full name** in the memo line.
- **e~Funds online payment with credit card or bank account.** Through Skyward Family Access or the link below, you may submit an online payment. Once a payment is accepted through e~Funds, it is posted to your student's account in real time. To ensure funds are available in your student's account, we recommend that all online payments be submitted at least 24 hours before funds are needed.

Account Limits & Refunds

- Daily purchase limits can be made on Skyward Family Access. If a student needs a more specific purchase limit, please contact the Student Nutrition Office.
- Meal account refunds can be made. Please complete the [Refund Request Form](#) located on our website and allow 4 to 6 weeks to process the payment.



Breakfast and Lunch Menus

Menus are available online at usd232.nutrislice.com. A free mobile app is also available for iOS and Android devices as “School Lunch by Nutrislice.”

Our online site provides a printable PDF menu and the ability to sign up for email alerts when monthly menus are published. Both the online site and mobile app also display additional information about the foods offered including photos, nutritional information, ingredient statements, and allergens.

Meal Program Benefits

Families who need additional financial assistance for school meals may qualify for free- or reduced-price meals through the USDA's Child Nutrition Program Benefits. These benefits are available if your family qualifies based on household size and income as established by Federal guidelines. For additional information on this program, please visit the [Free/Reduced Program](#) link on our department website.

Students with Special Dietary Needs

We plan our menus with great care to incorporate choices that will satisfy all students' needs. If your student's diet is not being met with our current menu offerings, please visit the [Meal Modification](#) link on our department website for additional support.

Contact Us

There are always times where it's easier just to ask someone in the know. Please contact our main office at 913-667-6200 on normal business days with any additional questions or concerns or via email at nutrition@usd232.org. We're here to help! If you need to reach your school's cafeteria, please call your building's main office between 8am – 11am on school days and ask for the kitchen manager.

USDA Nondiscrimination Statement

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.