



LUNCH CHARGE PROCEDURES

Foley Schools Child Nutrition Department strives to provide quality meals for both breakfast and lunch to all students. The meals will be **FREE** to all students this year. In order to maintain consistency throughout the district, we will follow the following Lunch Charge Procedures.

- If your student brings a home lunch and wants milk, this carton of milk is not **FREE! Cost will be .50 cents. This is considered a la carte. They could take a free milk off of the share cart if it is available.**
- **A FREE Meal** needs to be a fully reimbursable meal, which means they need to take 3-5 components which one of the items needs to be a fruit or vegetable.
- To purchase any extra items for a la carte or after school snack shop, their account balance needs to have money in it or they can also pay with cash. They will need to check prior to getting extra items to make sure they have money in their account from the cashier, or the item will need to be paid with cash.
- **Absolutely NO CHARGING WILL BE ALLOWED! NO NEGATIVE BALANCES!**
- The parent/guardian will be notified electronically when the household account reaches \$10.00
- The parent/guardian will be notified again electronically until the household account reaches \$5.00

This procedure will be followed throughout the district at each grade level. Again, we stress the importance for families to monitor the meal accounts and maintain a positive balance as it is important to eat healthy balanced foods for student academic success.

Payments can be made online using Credit/Debit cards on the Infinite Campus Parent Portal. Students may also bring lunch money to their designated office. **Please keep your email up to date at all times for notification purposes.**

****No food can be brought into the lunchroom from an outside restaurant. We also need to be aware that we are a peanut safe school district. When packing home lunches, please keep this in mind. No Peanut Butter or Nutella Sandwiches please!**

Questions please call Cheryl Pick at 320-968-8411.

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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/ad-3027.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;

(2) Fax: (833)256-1665 or (202) 690-7442; or

(3) Email: program.intake@usda.gov.

This institution is an equal opportunity provider.