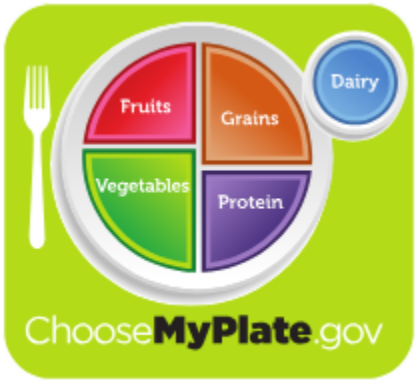
MARYSVILLE SCHOOLS
CHILD NUTRITION SERVICES

Parent Handbook
For the School Meal Programs

MARYSVILLE EXEMPTED VILLAGE SCHOOLS



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Child Nutrition Services Mission Statement

It is the mission of Food & Nutrition Services to make a significant contribution to the overall physical and mental well-being of each student to enable them to participate fully in the education process. This will be achieved by providing wholesome, high-quality, nutritious, and appetizing school lunches served courteously, in a sanitary and pleasant cafeteria environment.

This mission will be pursued in the most efficient and cost-effective means possible, in compliance with the guidelines of the USDA National School Lunch and Breakfast Programs.

National School Lunch and Breakfast Programs

The Marysville Exempted Village School District participates in the National School Lunch and Breakfast Programs. Under these programs, all schools that participate must make free and reduced-price meals available to eligible students. The menus are planned so that over one week, school lunches will provide children with approximately one-third of the nutrients they need according to the Recommended Dietary Allowances, and one-fourth for breakfast. The menus are planned using available government commodity food products from the United States Department of Agriculture, as well as purchased food products.

The Food & Nutrition Department strives to promote the consumption of healthy meals and snacks. All food sold in the schools contributes to the daily nutritional needs of students and meets the Healthy, Hunger-Free Kids Act of 2011 and the dietary guidelines provided by the United States Department of Agriculture.

All A la Carte snack items sold in schools meet the new "Smart Snacks in Schools" guidelines established by the USDA in July 2014.

Lunch / Breakfast Meal Pattern

Each Lunch meal includes five components: an entree with two ounces of meat or meat alternative (beef, chicken, cheese, and casseroles, etc.), 1-2 servings of bread, one (2 at the HS) serving of fruit, two servings of vegetables, and an 8 oz. container of milk. To make a complete meal, students must take at least three of the five components, with one being a fruit or a vegetable. We encourage students to take all five components to receive the greater value for the cost. Extra entrées may be purchased, as well as a variety of à la carte items.

Each Breakfast meal includes three components with two servings of whole-grain-rich bread or meat/protein, or one meat/protein and one WG bread serving (entrée), two servings of fruit, and an 8 oz. milk. To make a complete breakfast, all students must take a full serving of bread/meat entrée item, and at least 1 serving of fruit and milk.

The Free and Reduced Price Lunch Program

Free and reduced-price lunches are available to students who qualify and meet the eligibility guidelines. The student's eligibility status carries over from the previous year for up to 30 operating days. However, the new eligibility determination supersedes the carry-over eligibility. Applications will be sent home on the first day of school and are also available on the district website at https://www.marysville.k12.oh.us/support-services/food-services. A new application must be completed by September 29th of the current school year. If you did not receive an application, call your child's school and request that one be sent home to you.

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Applications are accepted at any time during the school year. Parents who have any change in employment or income at any time of the year may apply for benefits.

Foster children automatically qualify for free lunch once an application is received and approved in the Food Service Office. No child is discriminated against because of race, sex, color, national origin, age, or handicap.

Lunch / Breakfast Meal Prices

Our food service program is self-supporting financially through the funds received from payment for student meals. We do our best to keep the lunch prices reasonable and offer the highest quality meals and service to your child each day.

Breakfast
Elementary $2.25 Reduced $.00*
Intermediate, Middle, High $2.25 Reduced $.00

Lunch
Elementary: $3.50 Reduced $.00*
Intermediate, Middle, High: $3.75 Reduced $.00*
Milk $.75
*For the 2025/2026 and 2026/2027 school years, the state of Ohio will be paying for the reduced-price meals. Students who qualify for reduced meals will not be charged for a reimbursable breakfast or lunch.

A la carte Items

Unless parents request otherwise, students are permitted to use the money on their account to buy additional entree items and snacks offered in the cafeteria. Students who pack their lunch may use the money in their account for milk and A la Carte purchases. If students have a negative balance on their food service account, they will not be allowed to purchase A la carte items.

How to Pay for Lunches

The Marysville School District has a computerized point-of-sale (POS) system that makes paying for meals SO MUCH EASIER! Families don't need to worry about sending money every day and being concerned about it getting lost. Parents may deposit funds on the student's account online through PaySchool Central(this is the preferred way to deposit funds), or they can send money to the school with their student. For elementary, PLEASE put it in an envelope labeled with the student's name, grade, and PIN number.

Benefits of using the Point-of-Sale (POS) System

√ Staff and Students receive faster service in checkout lines.

√ Full-pay, reduced, and Free Meal Status accounts are handled in the same manner.

√ Detailed information and meal account reports are available to families

√ Accurate records for state and federal reporting purposes are generated.

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How does the point-of-sale system work?

Each student has his/her own STUDENT MEAL ACCOUNT, complete with a 5-digit personal identification number and PIN. The account may be accessed by entering the PIN on a numeric keypad at the cash register station. The student's photo appears on the screen when the PIN is entered. The cashier is required to verify the student's identity before ringing the sale, and an automatic withdrawal occurs from the student's meal account. Money can be deposited into the account at any time, as often as needed. We recommend pre-paying "at least" one week in advance.

How do I get my student's PIN number?

A student PIN is assigned to each student when a child is registered for school. Each school is then given a copy of the student PINs. The student's PIN is then given to the appropriate teacher assigned to the student. The teacher assists the student in learning the PIN. Then, each student is shown how to enter the appropriate PIN on the numeric keypad when purchasing a meal through the line. The PIN is universal and will follow the student throughout their years at Marysville.

Paying by Cash or Check in the School Cafeteria.

To ensure your child's STUDENT MEAL ACCOUNT is properly credited, the following information needs to be included on an envelope.

- Student Name and Student 5-digit PIN Number
- Student's Grade
- Homeroom Teacher
- Amount

Checks should be made payable to Marysville Schools Child Nutrition Services. Please write the student's name, building name, and PIN on the check.

PaySchool Central Online Payments

We are pleased to announce our online payment system, Payschool Central. This system will allow you to make online payments to your child's lunch account. You can also make online payments to your child's fee account. We still accept cash or checks at our school offices. Acceptance of credit or debit cards is solely for online use.

To use PaySchool Central, parents must first register and create an account with PaySchool Central. As part of the online registration, you will need the student's Permanent ID Number, which is also their PIN that corresponds to your child's name. You can get the Permanent ID Number or PIN from the school or food service office. No personal information about your child is available online through the PaySchool Central system. Also, the District does not keep your credit card information on file; you will need to re-enter your credit card number each time you use the online system.

You can access the online payment system by visiting our District website at www.marysville.k12.oh.us/FoodServices. Choose the PaySchool Central logo to be transferred to the payment site. Complete the registration page, and add your child's last name and ID number (you may enter up to five children). Once you have registered and created a password, you will not need the student ID number again. Payments may take up to 24 hours to post to your child's account. There will be a convenience fee charged to your credit/debit card each time this service is used. The convenience fee will be $1.95 per transaction.

If you have any general questions about the online credit card payment program, please contact the Budgetary Department in the Treasurer's Office at (937) 578-6100. Need help with your PaySchools account? Email them directly at pcs_help@payschools.com or contact them at 1-877-393-6628.

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Account Balance Information

Free email notification of low or negative balances.

You may call the appropriate school cafeteria and speak with the kitchen manager to obtain the balance on your child's STUDENT MEAL ACCOUNT. You can also go online to PaySchools Central to check the balance at any time. https://www.payschoolscentral.com/

In addition, you can sign up for email notifications that will let you know when the balance falls below a designated amount. If you register with PaySchool Central, they also email a low balance notification.

Meal Charges

Marysville Schools will allow students to charge up to $15.00 for all students. Parents will be notified when their student's meal balances are negative. After the student has reached their charge limit, the student will be offered an alternative meal. No ala carte/ snack items may be charged, only meals. Pre-payment for meals is strongly recommended.

What if my child still has money in his/her account at the end of the school year?

All remaining balances will carry over to the next school year unless a refund is requested. No refunds will be issued on balances of less than $ 5.00 unless the student moves from the school district. All money remaining on student meal accounts will be refunded to the parent or guardian only. Please contact the Food and Nutrition office at 937-578-6181 for information regarding the request for a student meal refund or complete the refund form on the food service website. Click Here

Menus

All menus are now digital, *My School Menus* by Health-e Pro. My School Menus features a complete list of all food choices, nutrient data for all menus, ingredient information for certain items, and allergen identification. My School Menus has a mobile app. Check out the food service website for information.

Cafeteria Manners

Each cafeteria has adult lunchroom monitors responsible for supervising and helping the children at lunchtime. These adults are hired, trained, and supervised by the school principals to monitor the Lunchrooms and encourage good eating habits and good manners during the meal and playtime. Students are encouraged to use good manners in the dining room. This includes sitting at their seats until excused by the lunchroom monitor, talking softly at the table, and cleaning up after themselves.

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Food Allergies - Important Notice

Parents of students with allergies: The school nurses notify the cafeteria of any students with food allergies, and a copy of the doctor's order will be kept on file in the food service department and will also be noted on our cash register system, alerting staff. A highlighted notice is put on your child's account in the dietary notes with the list of food restrictions. Please contact the school nurse if your child has any food allergies or restrictions.

Students who are lactose intolerant must have written notice from a licensed physician to receive a milk substitute of Silk Soy milk(this is the only product available to food services to substitute regular milk). The USDA does not allow fruit juice to be a substitute for milk. USDA guidelines prohibit serving substitute drinks to students without written medical directives from a medical physician. Notes from parents requesting any beverage other than milk are not acceptable under our school board policy.

Food & Nutrition Services Nutrition Goals

The Child Nutrition Services Department welcomes input from the school community, including parents, teachers, food service staff, and school personnel, through annual meetings with student council groups, focal groups, and parent/staff advisory committees.

Members of the District and the Director of Child Nutrition Services are working together to improve the nutritional integrity of the Marysville Schools' student meal programs. Together, we will make changes in the lunch program that will set nutrition standards for all foods and beverages sold as meals and for food sold as à la carte items.

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