

School District of Edgerton – Food Service Balance Guidelines

Families, who participate in the Edgerton School District Food Service Program, will be subject to the following guidelines and procedures:

PAYMENT GUIDELINES

The Food Service Program is a pre-payment program. Families are expected to have a positive balance in their food service lunch account at the beginning of the year and during the course of the school program year.

NEGATIVE BALANCES

- A. Families will be notified when their Student account falls below a **positive** \$10.00 through an e-mail and or the district phone system on a weekly basis.
- B. Families who have negative balances in their student lunch accounts will be notified by phone and e-mail, weekly from the Food Service Department. Notifications will continue until there is a positive balance in the account. Once the account falls below a -\$10.00 the student will receive a cheese sandwich entrée as a charged meal at a reduced cost. If families are having difficulty making deposits, contact the Food Service Department. Reduced priced and free meals are available to those who qualify and an application can be obtained from the school that the student attends.
- C. Any student with a negative lunch account will not be able to purchase a la carte items.

ACCOUNT BALANCES

- A. Parents may restrict students from making additional purchases by calling the Food Service Department. A message will show up on the account which will notify the lunch cashier. The restriction on the system will show up from year to year unless the Food Service Department is contacted through e-mail (pete.hamilton@edgerton.k12.wi.us) or phone call (608-561-6062).
- B. Family balances and purchases made on accounts are available on the District website through Infinite Campus. Payments can also be sent to the school of which your student attends.

DEFINITIONS

A. A five component Lunch is defined as follows:

1. Vegetable
2. Fruit
3. Grain
4. Protein
5. Milk

Three out of five must be taken to qualify for a reimbursable lunch. One component out of the three must be a **minimum** of a **1/2 cup** of fruit, vegetable or a combination of both.

C. An a la carte item is defined as an item purchased outside the reimbursable breakfast or lunch.

For Example: an additional milk, fruit or cookie or additional entrée with a lunch, will be charged individually.

SECOND MEALS

A second meal that has three of the five food groups may be purchased at a price set higher than the lunch price.

STAFF MEALS

A. Staff meals may be purchased at a price determined by the Food Service Department. To be eligible for the staff meal price, portions for individual items may not exceed those given to the high-school aged students.

B. Concessions and Bake Sales are not to compete with Food Service. As per the Department of Public Instruction, there are to be no competitive sales in the cafeteria while lunch is being served.