

Re: Breakfast/Lunch Procedures and Prices

Dear Parent/Guardian:

For our new students, and as a reminder to our returning students, we use a computerized meal program (Café Terminal) which streamlines record keeping for the breakfast, lunch, and milk programs. Money is collected in advance and deducted from the student's meal account. This computer program eliminates lost or misplaced meal tickets and reminds parents by letter when \$3.00 or less is left on their child's meal account.

Here's how it works – On Monday (or the 1st scheduled attendance day that week), money for breakfast, lunch, and milk will be collected by office personnel in a designated area, after the bell rings, one class at a time. The teachers always ask on Monday who has brought lunch money and many students carry the money back home! Be sure to remind your child that you have sent lunch money with them in their book bag and to turn it into the office!

What do parents need to do? On any Monday (or the first scheduled attendance day that week), send the money in an envelope with the child's name on the outside and remind them to turn it into the office. That's it! The envelope method helps your child to be better organized and not searching their book bag for loose money. It's always a good idea to send money to school in an envelope with lunch money, book order, etc., noted on the outside with the child's name. You will be notified by letter when \$3.00 or less remains on their meal account. ***Payment is expected in advance for meals.***

If and when a student's lunch bill reaches \$-35.00, the student will not be allowed to have a school lunch. Those lunches may resume when the bill is paid, or if it is appropriate, free or reduced lunch forms may be obtained and filed with the school. This will not negate the negative lunch balance.

Parents may bring lunch money to the office at any time. Please do not send lunch money with your child(ren) on any day other than Monday (or first scheduled day that week).

Prices are as follows:	Full Price	Reduced Price
Lunch	\$1.50 (\$7.50 p/wk)	\$.40 (\$2.00 p/wk)
Breakfast	1.00 (\$5.00 p/wk)	.30 (\$1.50 p/wk)
Extra Milk*	.30	.30

- **Extra milk is not included** in Free and Reduced Meal Program and must be paid for in advance.

If you have any questions, please call me at 547-7696.

Sincerely,

Mary Wegener, Secretary

P.S. Children need to arrive at school by 8:00 a.m. to have enough time to eat breakfast and set up the cafeteria for P.E. (allowances are made if the buses are late. Thank you!)