

September/October 2017 Food Services Newsletter

What's on the Menu?

[HS Lunch Menu](#)

[MS Lunch Menu](#)

[Elementary Lunch Menu](#)

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Menu Highlights

There are five meal components featured as part of a school meal. These are essentially the five food groups including fruits, vegetables, grains, meats and meat alternatives, and milk. In an effort to promote well-rounded and well-balanced eating habits we encourage students to eat from all five food groups at lunch.

During September and October we will be focusing on **vegetables**. As we transition into fall there are many tasty vegetables to choose. Students are required to take **at least ½ a cup of fruits or vegetables** with their meal. There are also weekly requirements for certain vegetable subgroups including dark green, red/orange, beans/peas, and starchy vegetables. A colorful plate ensures that you are getting an array of key nutrients. Students are offered daily servings of fresh, frozen, and canned vegetables as part of the main meal as well as unlimited access to a selection of subgroups as part of our vegetable/salad bar.

Click here to find out what vegetables belong in which subgroup: [Vegetable Subgroups](#)

What's so good about vegetables?

- They are low in calories
- They are low in fat
- They have no cholesterol
- They contain lots of fiber which can help you maintain a healthy weight and decrease your risk of developing Type 2 Diabetes and heart disease
- They are rich in vitamins and minerals, especially potassium, which can help lower blood pressure, decrease risk of developing kidney stones, and help to decrease bone loss
- They are rich in antioxidants which can help prevent certain types of cancer

What counts as a vegetable?

- Fresh
- Frozen - look for options without sauce to avoid added calories and fat
- Canned - look for low sodium options
- 100% vegetable juice

Generally, **1 cup** is considered a serving, this may be 1 cup of fresh, frozen, canned vegetables, or 100% vegetable juice. Two cups of leafy greens like romaine lettuce counts as a 1 cup of vegetables. Click here to see a chart: [What counts as a cup chart](#)

*For better nutrition make **half your plate** fruits and/or vegetables

How much do I need? Click here to find out! [Fruit and Vegetable Calculator](#)

Want tips for adding more vegetables to your diet? [Click Here!](#)

Buy fresh and in season to save money and enhance the taste of your vegetables!

[Search for local Farms and Farmer's Markets!](#)

What's best in the fall?

Hard Squash, Cabbage, Brussel Sprouts, Garlic, Potatoes, Onions, Carrots, Bok Choy, Peppers, English Peas, Parsley, Cauliflower, Mushrooms

Want to know what is in season throughout the year?

Click here! [Mass Grown Availability Calendar](#)

Want tips on how to select and store produce?

Click here! [Produce Tips](#)

Promotions

For every \$260.00 put on your POS account an additional \$50.00 will be credited to that account. Promos can only be processed at the Food Service Department Office. They cannot be processed at the Cafeterias. Please send a check to: Food Service Department C/O High School, 64 Holden Street, Shrewsbury, MA, 01545. Please note whose account you want credited on the memo line of your check. This promotion is valid from August 1, 2017 – October 31, 2017.

* Promotions cannot be applied to online transactions.

Free and Reduced Breakfast/Lunch Applications

Free and reduced price meals are available to students if there is financial need. Applications for the 2017-2018 school year are available all year and can be submitted at any time there is a financial need. Applications are available on line at the Food Service web site. Eligibility is governed by guidelines set by the United States Department of Agriculture. Notification will be emailed to all families stating what program they qualify for.

**Click here for the Free and Reduced Application form: <https://www.lunchapp.com/>

A new application must be filled out each new school year. Applications for the 2017-2018 school year will be available on August 7, 2017 but not before.

**Families do not have to fill out a new application if they received notification that their children were directly certified through the Department of Health and Human Services to receive free meals.

2017-2018 Media Release for Free and Reduced-Price Meals in the National School Lunch and Breakfast Programs

Free and Reduced Meals are available to eligible students in the Shrewsbury Public Schools. The household size and income criteria identified below will be used to determine eligibility for free, reduced-price or full price meal benefits.

Household Size	Reduced Priced Meals Eligibility Scale for Lunch, Breakfast, and Milk					Free Meals Eligibility Scale for Lunch and Breakfast				
	Year	Month	Twice per Month	Every Two Weeks	Week	Year	Month	Twice per Month	Every Two Weeks	Week
1	\$ 22,311	\$ 1,860	\$ 930	\$ 859	\$ 430	\$ 15,678	\$ 1,307	\$ 654	\$ 603	\$ 302
2	30,044	2,504	1,252	1,156	578	21,112	1,760	880	812	406
3	37,777	3,149	1,575	1,453	727	26,546	2,231	1,107	1,021	511
4	45,510	3,793	1,879	1,751	876	31,980	2,665	1,333	1,230	615
5	53,243	4,437	2,219	2,048	1,024	37,414	3,118	1,559	1,439	720
6	60,976	5,082	2,541	2,346	1,173	42,848	3,571	1,786	1,648	824
7	68,709	5,726	2,863	2,643	1,322	48,282	4,024	2,012	1,857	929
8	76,442	6,371	3,186	2,941	1,471	53,716	4,477	2,239	2,066	1,033
For each additional family member, add:										
	\$ 7,733	\$ 645	\$ 323	\$ 298	\$ 149	\$ 5,434	\$ 453	\$ 227	\$ 209	\$ 105

Breakfast Program

Breakfast is available Monday- Friday at the Coolidge Elementary School from 8:00-9:00 AM, Sherwood Middle School from 7:45-8:00 AM, Oak Middle School from 7:00-8:00 AM and at the High School from 7:00-7:30AM. A full price breakfast costs \$2.00 and a reduced price breakfast costs \$.30.

Meal Magic Point of Sale System

This system is currently being used at all school cafeterias. This system, *Meal Magic*, offers many features:

- ▶Creates an individual account for each student accessible with their student identification number
- ▶Allows students to pre-pay for lunch and snacks eliminating the need for cash. Cash can be used.

ALL STUDENTS WILL BE REQUIRED TO ENTER THEIR STUDENT IDENTIFICATION NUMBER WHEN MAKING ANY PURCHASES REGARDLESS IF THEY ARE FULL PAY OR FREE/REDUCED ELIGIBLE.

Cafeteria Help Wanted

The Shrewsbury Food Service is looking for part time employees and substitutes to work in the school cafeterias. Days and hours are flexible. Duties include: Prepping food, setting up serving lines, serving students and breakdown and clean up. Lunch and refreshments are provided. Please click on the link below to obtain an employment application:

<http://schools.shrewsburyma.gov/foodsvc/forms.cfm>

Please forward this application to the Food Service Department C/O High School 64 Holden Street Shrewsbury, Ma. 01545.or email to: hdoyle@shrewsbury.k12.ma.us

Questions: please call Heidi Doyle Monday-Wednesday at 508-841-8855.

Food Service Department Contacts

Please contact the Food Service Department with any questions or suggestions. The Food Service Department is located at Shrewsbury High School, 64 Holden Street, Shrewsbury, MA 01545. The telephone number for the Food Service Director, Beth Nichols, is 508-841-8819 and email is bnichols@shrewsbury.k12.ma.us.

Each school has a manager also available to speak with you. The numbers are as follows:

Beal	841-8874	Jen Potter	jpotter@shrewsbury.k12.ma.us
Coolidge	841-8889	Charlene Campbell	ccampbell@shrewsbury.k12.ma.us
Floral St	841-8723	Sheila Tomaiolo	stomaiolo@shrewsbury.k12.ma.us

Paton	841-8635	Patti Saniuk	psaniuk@shrewsbury.k12.ma.us
Spring St	841-8708	Michelle Kehoe	mkehoe@shrewsbury.k12.ma.us
Sherwood	841-8681	Sandy Litchfield	slitchfield@shrewsbury.k12.ma.us
Oak	841-1217	Lisa Phipps	lhipps@shrewsbury.k12.ma.us
High School	841-8848	Mary Ricker	mricker@shrewsbury.k12.ma.us

Local Meal Charge Administrative Policy

SHREWSBURY PUBLIC SCHOOLS

LOCAL MEAL CHARGE ADMINISTRATIVE POLICY

Effective July 2017

District Philosophy

It is the philosophy of the district to provide nutritious meals to all students who wish to purchase a meal or are eligible for a free or reduced price meal per the regulations of the National School Lunch Program. Parents are responsible for either providing their children with meals, applying for free or reduced price meals when appropriate, or providing adequate funds for their child to purchase a meal. But under no circumstance will a student be denied a breakfast [when offered] or a lunch meal due to a lack of money or a negative food account balance. A child will not be denied a school meal because of parental negligence as we know this unfairly punishes children and impedes their ability to learn.

Regulations and Guidelines

This policy is informed by regulations and guidelines published by the United States Department of Agriculture under the National School Lunch Program, Massachusetts General Law, and the Massachusetts Department of Elementary and Secondary Education's Office for Food and Nutrition Programs.

Policies

a) Policy on Communicating Student Food Account Balances

Parents are responsible for knowing the amount of their child's food account balance. Parents may view their child's food service account balance at anytime by looking in *PowerSchool* using their Parent Portal Access. Parents of students who have a negative

account balance will receive an email communicating the negative balance amount until it is rectified. The use of automated telephone calls will also be employed for the collection of delinquent accounts. Parents may set up automatic replenishment of their child's account through the district's online payment processor to avoid negative account balances.

b) Policy on Charging Meals and a la carte Items

A child will not be denied a school meal because of parental negligence as we know this unfairly punishes children and impedes their ability to learn. Students who have a negative fund balance may charge a la carte items to their account only when those a la carte items are accompanied by a meal. Students who have a negative account balance cannot further their indebtedness by purchasing a la carte items without a meal.

So called "alternative meals" i.e. peanut butter and jelly or cheese sandwiches will not be used as substitutes as this identifies the child as having a delinquent account in front of their peers and will likely not provide any added incentive for the parent to pay.

c) Policy on Delinquent Debt Collections

Payment for negative account balances may be made at anytime using the district's online payment processor. Parents can access this feature via their PowerSchool Parent Portal access account. Students may also rectify their account by paying cash or by check to the cashier at their school. Parents may also rectify negative accounts by making a check payment to the Shrewsbury School Department and mailing it or dropping it off at the Food Service Director's Office, Shrewsbury High School, 64 Holden Street, Shrewsbury, MA 01545.

When a student account balance goes negative to a sum that exceeds three times the cost of a lunch meal, this will be considered a delinquent account. The Food Service Director, in consultation with the school cafeteria manager, will then begin collection efforts with the respective parent or guardian. The Food Service Director may also share a negative account balance report periodically with school principals because this information may be useful as an additional symptom of a larger problem that the student and their family are experiencing. If attempts by the Food Service Director do not result in payment, then the delinquent account will be sent to the School District Business Office. The Business Office will attempt collection through parent/guardian communications. Collection efforts may result in denial of access to discretionary school programs, pursuit in small claims court, or sale of the debt to a collection agency.

Denial of access to school programs as noted above may include but is not limited to: graduation activities or ceremonies, the Extended School Care Program, Summer Programs, Extra-Curricular/After School Programs, and other, optional, fee-based programs.

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at:

http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form.

To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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: (202) 690-7442; or (3) email: program.intake@usda.gov. This institution is an equal opportunity provider.

Policy References:

MGL C. 71, Section 72

United States Department of Agriculture, National School Lunch Program Regulations

Massachusetts Department of Elementary and Secondary Education, Office for Food and Nutrition Regulations