

## **Union-North United Food Services Policies/Guidelines**

### **Meal Payment Options**

Union-North United School Corporation has a computerized, pre-paid system called Meal Time. Every student has an account and may deposit money in their account. It can be by cash, check, money order, or create an online account with Meal Time. Please read on for specific information.

**Elementary students** can give their money to their teacher in the morning. If you pay by cash it must be in a sealed envelope with the student's name and amount on it. If you pay by check, it must have student's full name and amount on memo line. Make check payable to LaVille Elementary. The amount you send will be sent to the cafeteria to be deposited into your child's account. **Remember...no change will be returned to your child.** Parents can also drop off money into the front office throughout the day. It will be collected and deposited the next morning.

**Jr-Sr High students** must turn in their deposits to the front office by **10:30 AM**. DO NOT MAKE DEPOSITS AT LUNCH TIME, it slows down the checkout process. Cash must be in a sealed envelope with name and amount on it, checks must have full name and amount on the memo line. Make checks payable to LaVille Jr-Sr High. Students can also pay with cash at the time of purchase. Parents can also drop off money to the front office throughout the day. It will be collected and deposited the next morning.

**Meal Time has an online payment method.** You will need your students 5 digit ID number. There is a minimal convenience fee of 4.9% charged by Meal Time. Example, a \$10.00 deposit has a fee of .49 cents, a \$20.00 deposit has a fee of \$.98 cents, etc. You may deposit any amount, anytime with your credit card. It is in real time and will be in your students account immediately.

### **Charging Policy**

Food Service is governed by the USDA and we are not to carry negative balances in the National School Lunch Program. Please be sure your student has money for meals that day or has eaten breakfast at home and packed a lunch.

**Elementary** children may only charge up to 2 days for meals. Parents will be notified of the debt. If they are negative and did not pack a lunch they will be given a cheese sandwich, ½ cup fruit, and milk.

**THERE IS NO CHARGING AT THE JR-SR HIGH SCHOOL.** It is money in their account, cash in hand, ask a friend, or pack a lunch from home. If the student has nothing, a PBJ sandwich, ½ cup fruit and milk will be given. If a pattern develops, the school counselors will be notified.

**ALL DEBTS MUST BE SETTLED BY THE LAST DAY OF SCHOOL!**

### **Financial Assistance**

Financial assistance is available for meals and text books fees. Please click on 'Letter to Parents-Instructions for Application' document for the application instructions and the appropriate 'Free and Reduced Application' for the school application. Please note each school has a separate application.

### **Offer versus Serve**

Each day your student is offered proteins, whole grains, fruit choices, vegetable choices and choice of milk flavors. Please see the 'Offer vs Serve Flyer' for more information.

## Meal Prices

Before each school year prices are set by the school board in collaboration with the food service department and the superintendent.

| <u>Elementary</u> | <u>Jr-Sr High</u> |
|-------------------|-------------------|
| Full Pay \$2.20   | Full Pay \$2.50   |
| Reduced \$.40     | Reduced \$.40     |
| Adult \$3.45      | Adult \$3.45      |

## Breakfast Notification

Union-North United believes in starting the day right. It has been proven that students who eat breakfast concentrate better in class and visit the nurse less often.

Breakfast is served in both buildings every day in the cafeteria from 8:00-8:20 AM. Bus riders that eat breakfast come in at 8:00 AM. All other students come in when the regular bell rings.

Full Pay \$1.60-both Elementary and Jr-Sr High

Reduced \$.30

Adult \$2.35

(If you receive free lunch-you also receive free breakfast)

## A la Carte

The Healthy Hunger Free Kids Act of 2010 gave schools guidelines to follow effective July 1, 2014. A la carte offerings are considered competitive foods. **Any food sold** must be whole grain rich (51% or better) OR the first ingredient is a fruit, vegetable, dairy or protein OR be a combination of food with at least ¼ cup fruit and/or vegetable. Also: calories-200 or less, sodium-200 mg or less, total fat-35% or less of calories, saturated fat 10% or less of calories and trans fat-zero grams. Sugar limit 35% or less of weight from total sugars in foods. **Beverages:** Kindergarten-8<sup>th</sup> grade may buy plain water, flavored or unflavored milk, 100% fruit juice or vegetable juice up to 8 ounce portions with no added sugars. Grades 9-12 may buy drinks that are no more than 12 ounce portions with <40 calories per 8 fluid ounces, or <60 calories per 12 fluid ounces.

The elementary has nutritious offerings-granola bar, 100% juice, milk, low fat ice cream novelties, cheese sticks, and a rotating snack chip. A student must buy a lunch or bring a lunch from home to make an a la carte purchase.

Kindergarten and First grade can only buy a milk if needed. Second, Third, and Fourth grades can buy extra things on Wednesdays and Fridays only, and can buy a milk everyday if needed. Fifth and Sixth grades may buy every day.

Everyone MUST have money in their account in order to make a purchase. If your account is negative you cannot make a purchase. NO CHARGING a la carte items.

The high school has an a la carte line in the cafeteria. Anyone can purchase items and drinks during A and B lunch. Fresh salads, main dish items, fresh fruit, healthy nutritious snacks, 100% juice, water and other items are available.

\*\*Special note-only drinks on the right side of the cooler can be sold during B lunch.

## **Serving Lines**

The elementary has 2 serving line open for students. Every day there is a choice of 2 fruits and 2 vegetables, main dish, a side item, and 3 flavors of milk available. Children are encouraged to read the menu ahead of time so they can make their fruit choice and tell the server which vegetable they would like. Students must have ½ cup serving of either a fruit or vegetable on their tray. We do offer a PBJ sandwich in place of main dish if the student prefers.

The high school has 3 serving lines open for students. 2 lines serve the same thing and offer a fresh fruit basket, fruit cups, 2 vegetables, main dish, a side item, and 2 flavors of milk. Students must have ½ cup serving of a fruit or vegetable on their tray. We do offer a PBJ sandwich in place of main dish if the student prefers. The third line is called “LV Café” and offers a rotating salad bar and sandwich line. Fresh fruit, fruit cups, and other fresh choices are available in this line along with milk choices.

Each building practices “Offer vs Serve” which means that the student can decline 1 or 2 items from their tray EXCEPT the ½ cup of fruit or vegetable. This is a mandate from the USDA for healthier eating habits. For more information please click on the ‘Offer vs Serve Flyer’.

Students may bring a lunch from home if they prefer. If a drink is needed milk is 35 cents. There must be money in students lunch account for the milk or pay cash in the line.

## **Cafeteria Behavior**

At the Elementary students are to use their best manners while eating. No shouting, running, moving around from seat to seat, or throwing of food will be tolerated.

1. SIT at your table and face the table
2. Only TALK to people at your table (do not yell or scream)
3. Raise your hand if you need something
4. Do not take food from anyone else
5. Do not take open food packages from the cafeteria
6. NO sharing or trading food
7. Clean up the table and surrounding area before taking tray up to window
8. Do NOT throw anything
9. Use good table manners

The Jr-Sr High has a closed lunch and students are not permitted to leave the school building without the approval of an administrator, or his/her designee. Outside food and/or deliveries are not allowed without prior approval from the administration. There are to be no outside visitors during lunch periods without the prior approval of the administration. Sack lunches from home are permissible. The parking lot is off limits at all times during the day. Classes are in session at all times during the noon hour, so please stay out of the halls. Students are expected to use proper etiquette in the cafeteria at all times. A proper eating atmosphere is the responsibility of all those who use the cafeteria. Students are not allowed to take food from the cafeteria. All food purchased from the cafeteria is to be eaten in the cafeteria. There is no food or drinks in any classroom at LaVille Jr-Sr High School without the prior approval from the administration. Students may be assigned lunch detentions (will eat apart from fellow students), Friday Night School, After School Detention, and/or In-School suspension-clean-up of area based on the severity of their misconduct in the cafeteria.

## **Wellness Policy**

Good nutrition and regular physical activity affect the health and well-being of our students. Please click on the ‘Wellness Policy’ to access our wellness policy. A reminder that the USDA has defined a school day as “12:00 AM

(midnight) until 30 minutes after the school day ends.” An example is Monday-midnight before (Sunday night) until 3:30 PM Monday afternoon.

Additionally, new regulations from the USDA has prompted these guidelines for both buildings:

- \*Treats/Snacks must be commercially prepared or pre-packaged

- \*Choices must be offered which includes healthy options

- \*No homemade items are allowed

**So, what options do I have?**

- \*Any store bought: cookies, crackers, chips, snack cakes, wrapped candy bar, fruit, vegetables, ice cream novelties, string cheese, yogurt, popcorn, cookies/cupcakes/cakes from a bakery

- \*100% juice boxes/pouches, water, punch, soda

**Food Allergies**

Union-North United recognizes that a growing number of our students enrolling in our schools have food allergies. Our staff has been trained in procedures to use if a food allergy emergency should occur but it is still important that students do not share food and/or snacks.

Parents who bring in food snacks for birthdays and parties should check with the teacher to see if any students in the class have food allergies.



