

July 2009

Dear Parents,

The Food Service Department is proud to serve over one million meals a year to the students and staff of Norristown Area School District. The program operates under the National School Lunch Program. For children, the National School Lunch Program provides nutritious meals that follow the recommendations of the most recent Dietary Guidelines for Americans including: eat a variety of foods; choose a diet with plenty of grain products, vegetables and fruits; choose a diet moderate in sugars and salt; and choose a diet with 30% or less of calories from fat and less than 10% of calories from saturated fat. In addition, lunches must provide, on average over each school week, at least 1/3 of the Daily Recommended Dietary Allowances for protein, iron, calcium, and vitamins A and C. For parents, the program offers a convenient method of providing a nutritionally balanced lunch at the lowest price possible. For schools, the program enhances children's learning abilities by contributing to their physical and mental well being. Studies have shown that children whose nutritional needs are met are more attentive in class.

Food Services Information

The breakfast and lunch programs are open to all children who are enrolled.

➤ Student Prices for the 2009-2010 school year are as follows:

Breakfast all schools \$1.25 paid and \$.30 reduced.

Lunch elementary schools \$2.15 paid, \$.40 reduced

Lunch secondary schools \$2.30 paid, \$.40 reduced

FREE AND REDUCED APPLICATIONS

Free or reduced price meals are provided to those children who qualify for such benefits according to specified family size and income standards. Applications for the free or reduced price meals may be found on-line in the forms section of the Norristown Area School District website, as well as in each school main office. Applications are available in English and Spanish versions. Additionally, parents may apply through Pennsylvania's social service program COMPASS using the internet. Details can be found ([Website](#))([Directions](#)). An application must be completed and approved each school year. If you do not get a letter from the Food Service Department regarding each of the students in your household, your application has not yet been approved. You are responsible to pay for student meals until your application is approved.

GUIDELINES FOR TRADITIONAL MEAL PATTERN OFFER VS. SERVE

The Norristown Area School District operates under the Offer vs. Serve Option for the National School Lunch and Breakfast Programs. To meet the requirements of the National School Breakfast Program, a school must offer a specified serving size of each of the following four food components:

1. Meat/Meat Alternative (note: for Breakfast only, the student may take 2 meat or 2 bread, or 1 meat and 1 bread)
2. Grains/Bread (note: for Breakfast only, the student may take 2 meat or 2 bread, or 1 meat and 1 bread)
3. Fruit/Vegetable (this includes 100% fruit juice)
4. Milk

A student must take at least three of the four required food components for the breakfast to be counted under the National School Breakfast Program. Students (whether paid, reduced or free status) taking fewer than three components must be charged a la carte prices, as those items would not meet the requirements under the program. Students have the right to decline the component of their choice.

To meet the requirements of the National School Lunch Program, a school must offer a specified serving size of each of the following five food components:

1. Meat/Meat Alternative
2. Grains/Bread
3. Vegetable
4. Fruit
5. Milk

A student must take at least three of the five required food components for the breakfast to be counted under the National School Breakfast Program. Students (whether paid, reduced or free status) taking fewer than three components must be charged a la carte prices, as those items would not meet the requirements under the program. Students have the right to decline the component of their choice.

PAYMENT OPTIONS

The Food Service Department uses a computerized cash register system in every cafeteria. All students are issued their own personal identification card to access their own cafeteria account. This card should be kept confidential. Students proceeding through the food service line, swipe their card at the cashier station to access their account. All students regardless of whether they are Free, Reduced or Paid have an account in the Food Service Department.

Students and parents may prepay money into their account in the form of cash or check at the cashier station or use the ***new secure online payment service using your credit card***. www.mylunchmoney.com ([Website](#))([Directions](#)). You will need to know your student's account number in order to use the system. If you do not know the account number, please call the Food Service Department at 610-630-5023. Please be sure to read the frequently asked questions for parents at that website as it is very informative. The system will keep track of all funds deposited into a student's account. All purchases will be deducted from the balance until it is gone. Money will only be refunded if the student leaves the district or graduates. Any money left in the student account at the close of school in June, will appear on their account again in September.

ALL CHECKS WILL BE PROCESSED THRU GLOBAL PAYMENTS

"When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day you make your payment. Returned checks may be re-presented to your bank via an EFT or draft drawn on your account. A service charge of \$50.00 may be imposed immediately on any dishonored check. Notwithstanding the above, if your check or EFT is returned unpaid, you agree to pay (in addition to the amount of this transaction) such service fee via an additional EFT or draft drawn on your account."

MENUS

Menus are posted monthly on the NASD website. The National School Lunch Program requires that schools offer only milk with a student meal. In order for a student to receive a substitute for their milk, or any other dietary restriction, a current physician's statement must be on file with the Food Service Office and the school nurse.

NORRISTOWN AREA SCHOOL HEALTH COUNCIL

Information concerning the Norristown Area School Health Council and the District Board Approved Wellness Policy can be found on our website.

CONTACT

We are proud to be serving the students of Norristown Area School District. If you have any questions please feel free to contact Debbie Martin in The Food Service Department /Administration Building at 610-630-5023. For questions specifically related to food production, allergies, and catered events please call Jessica Rankin at 610-630-5124.

2008-2009 MEAL PAYMENT POLICY:

Goal: NASD needs to facilitate the feeding of hungry children, while, at the same time, protect the District from substantial financial losses due to non-collection of funds for meals that are being "charged" by students. **ACTIONS TO BE IMPLEMENTED:**

- All households receive a Free & Reduced Application during the summer.
- Students who received Free / Reduced Meals in 2008-09 will automatically remain on the program until October 15, 2009.

- Must fill out a NEW application to continue to receive meals for the rest of the 2009-2010 school year
- Effective immediately:
- Students without money for three days will continue to receive the full reimbursable meal.
 - This will be charged to the students' account
 - On the fourth day, and until the student pays their debit back, they will receive a reimbursable meal which will consists of a turkey bologna sandwich on whole wheat, vegetable, fruit, and a milk.
 - This also will be "charged" to the students' account.
 - When the students' account reaches a:
 - Balance due of \$ 5.00, the cafeteria manager will begin sending a note home to the parents indicating such. The cafeteria manager will continue to send a note home to the parents until the debit is paid. This note will be sent through the main office.
 - Bldg principals, lead teachers, secretaries, and social workers may be notified as well, so that they may intervene if needed.
 - Students will not be permitted to buy a la carte items until they pay their debit back

Director of Food Services	Food Production Manager Catering Manager
Deborah N. Martin	Jessica L. Rankin
610-630-5023	610-630-5124