

## 2020-2021 Maple Lake School Breakfast & Lunch Program

Breakfast and lunch are served each school day for students, staff and visitors at the following prices.

Elementary Student Breakfasts	\$1.85	Elementary Student Lunches	\$2.80
High School Student Breakfasts	\$1.85	High School Student Lunches	\$3.00
Reduced-Price Student Breakfasts	Free	Reduced-Price Lunches	Free
Kindergarten Breakfast	Free	Second Student Lunches	\$4.00
Adult Breakfasts	\$2.40	Adult Lunches	\$4.00
Extra Milk	\$0.45	Extra Entrée/A la carte	\$2.15

Our computerized system prevents the loss of lunch tickets and allows students to deposit money in their family account for the purchase of breakfasts, lunches, and milk. This system also allows parents to pay for all of their children's meals using a single, family account rather than paying separately for elementary and high school students.

Parents may deposit money in their family account in any of three ways:

- 1) Children may deposit lunch money in the family account before school each morning in the high school or elementary school offices. Parents who choose to pay by check are asked to write the words "Lunch Account" along with their family account number and last name on the envelope and write their family lunch account number on the check to help route payment to the appropriate school personnel. **If sending cash, please make sure it is placed in a sealed envelope and write your family's last name and family lunch account number on the outside.**
- 2) Parents may send a check through the mail.
- 3) Parents may use a checking account, bank account or credit card online. Payments may be made on-line by accessing our web site at [www.maplelake.k12.mn.us](http://www.maplelake.k12.mn.us), clicking on the "Efunds" under the Food Service drop menu and following the directions located at that site. On-line payments are applied to the family account, so please make payment to only one child on the account.

### Reimbursable Meals

"Reimbursable meals" are charged student meal prices and require students to take at least three of five lunch offerings, one of which must be a fruit or vegetable (meat, bread/grain, vegetable, fruit, milk) and three of four breakfast offerings, one of which must be a fruit (meat/alternate, bread, juice, milk). According to State and Federal regulations, students who choose to purchase individual menu items, extra milk or a second meal must be charged the adult price. Students who receive free or reduced price meals must be charged for individual menu items unless they take enough items to make up a reimbursable meal. Remember, staff members do not know which students are eligible for free or reduced price meals, so the cashier will ask a student if he/she would like to return to the serving line and select additional food items if the student has not selected a reimbursable meal.

### Food Allergies

Food allergies can be life threatening. The risk of accidental exposure to foods can be reduced in the school settings if schools work with students, parents, and physicians to minimize risks and provide a safe educational environment for food-allergic students. Whether it is food allergies to dairy products, peanuts, or any other food ingredients, please contact the school health office at (320) 963-7482. The health office staff will also notify the food service manager. If a child has a known food allergy and/or is lactose intolerant, the Food Service Director must be notified in writing so alternate arrangements can be made to

provide for that child. If you have questions, you are welcome to call the food service manager at (320) 963-3022 or email [maplelake@aviands.com](mailto:maplelake@aviands.com).

### **Lunch Account Notification Information**

Parents are asked to maintain a positive balance in their family account. Paying close attention to lunch account balances and responding quickly to notifications of low or negative balances is extremely helpful in reducing food service costs in our schools. The following notification procedures will be utilized during the 2020-2021 school year.

### **Internet and Email Lunch Account Notification**

The Maple Lake School District has software that will assist parents in maintaining a positive balance in their family account. Both of these services are free to parents.

- 1) Parents may access family lunch account balances by clicking the “Lunch Account Information” button under the Food Service drop menu on our web site at [www.maplelake.k12.mn.us](http://www.maplelake.k12.mn.us). A secured sign-in procedure is in place that requires the family account number and a PIN number. Family account numbers and PIN numbers may be obtained during the Maple Lake Elementary School Irish Kickoff and the Maple Lake High School Open House at the food service tables outside the elementary cafeteria and outside the high school office.
- 2) Parents may also choose to receive an email when their family’s lunch account is low. Parents who already have a form on file do not need to submit a new form unless their email address has changed. Families that are new to the district must give the school district written permission to use this email service by completing a “Food Service Email Notification Release” form and submitting it to food service staff at the August 28 Elementary School Irish Kickoff or High School Open House. A copy of the “Food Service Email Notification Release” form is included in this packet and can also be downloaded from our web site.

### **Elementary School**

Elementary school students with a low family account balance will have a statement enclosed in their Wednesday Envelopes, if they are not receiving notification by email. Parents are asked to check the account balance carefully each Wednesday. Negative fund balances may result in contact from food service personnel requesting the debt be paid. Please monitor the family account rather than waiting for a negative balance, so there is time to make adjustments when necessary.

### **High School Lunch Account Notification Process**

High school students are asked to pay close attention to the computer screen as their student account number is entered for the purchase of their meals. The computer will give a “low balance” signal when their lunch account balance is below two meals, and students are asked to notify their parents regarding their low balance. A low family account balance statement will also be given to students on Wednesdays. Negative fund balances may result in a contact from food service personnel requesting the debt be paid.