

Litchfield Public Schools

35 Plumb Hill Road, P.O. Box 110, Litchfield, Connecticut 06759-0110

August 2016

Procedures for Funding School Lunch Accounts

Children need healthy meals to learn. The following outlines our commitment to ensure that every child has a healthy, nutritional meal every day. If your child plans on eating breakfast and lunch, we recommend a weekly or monthly deposit into their school lunch account to ensure funds are always available. School lunch accounts may be paid directly online at www.myschoolbucks.com, or monies can be brought in person to the Main Office of the school your child attends. Checks should be made payable to "Litchfield Public Schools" with the student's name noted in the memo field.

How much should I put in my child's food account each month?

Meal Pricing for the 2016-17 School Year:

Pre-kindergarten to 6th grade

Breakfast \$1.50 Reduced \$.30

Lunch \$3.00 Reduced \$.40

7th to 12th grade

Breakfast \$2.00 Reduced \$.30

Lunch \$3.25 Reduced \$.40

If your child plans on eating breakfast and lunch, we recommend a weekly or monthly deposit to ensure funds are always available. Please see the chart below for recommended amounts based on a 25-day school month.

SUGGESTED MONTHLY FOOD PLAN BALANCES					
<i>School</i>	<i>Lunch Only</i>	<i>Breakfast Only</i>	<i>Breakfast & Lunch</i>	<i>Daily Snack</i>	<i>Deposit Amount</i>
Center & Intermediate	Typical \$75.00 Reduced \$10.00	Typical \$37.50 Reduced \$7.50	Typical \$112.50 Reduced \$17.50	\$1.25 each \$31.25 Monthly	Typical \$143.75 Reduced \$48.75
Middle & High school	Typical \$81.25 Reduced \$10.00	Typical \$50.00 Reduced \$7.50	Typical \$131.25 Reduced \$17.50	\$1.25 each \$31.25 Monthly	Typical \$162.50 Reduced \$48.75

What if there is no money in my child's food account?

In order to ensure that students are given a meal each day, cafeteria workers will be notifying all students at check-out of low balances. However, please note that if a student's account reaches a zero balance, an email will be sent home notifying the parent/guardian that there are no more funds available. At the Center School and Intermediate School, students may charge a hot lunch. At the Middle School and High Schools, students with zero balances will be served an Emergency Lunch. In all schools, **NO** snacks will be available if there are no funds in the students account.

At the end of each school week, the Food Service Director with contact parents/guardians of any existing negative balance accounts. Negative balances at or above \$10.00 for students at Center and Intermediate Schools (or \$5 for students at the Middle or High School) may be referred to the district school social worker. Information and applications for the National Free or Reduced Meal program are available at www.litchfieldschools.org/lunch-menu.

If you have any questions regarding these procedures, please do not hesitate to contact me at labarberah@litchfieldschools.org

Regards,

Holli LaBarbera

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