



One Community, One Vision: **Life Ready**
Where Every Student Matters

SCHOOL NUTRITION PROGRAM
1600 West Lexington Ave., Winchester, KY 40391
859-744-4545
Becky Lowry, School Nutrition Director

All schools in the district will be participating in the Community Eligibility Provision (CEP) for the 2019-2020 school year. The CEP program allows schools to offer breakfast and lunch each school day to all students at no cost.

2019-2020 MEAL PRICES

Grade Level	Breakfast	Lunch	Extra Milk
Preschool - 6	No Cost	No Cost	\$.45
Grades 9 - 12	No Cost	No Cost	\$.45
Adult Guest	\$2.50	\$3.75	\$.45

STUDENT/STAFF ACCOUNTS: All cafeterias have computerized point of sale/cash register systems that maintain records of all monies deposited and spent for each customer. Each customer has a unique number that is used when accessing the account.

CHARGES: The CCPS Charge Policy can be found on the back of this sheet or on the district website under the Policy/Procedure Manual in Support Services (07.11).

PREPAYMENT is encouraged and can be made online or by cash or check for a la carte and adult meal purchases. All payments can be presented to the cashier for credit to your student(s) personal account(s). Checks should be payable to: Name of School-Cafeteria. Online payments may be made at www.myschoolbucks.com.

RETURNED CHECKS will be sent to the County Attorney for collection and a fee of \$25 will apply.

A LA CARTE PURCHASES can be restricted by a parent/guardian if requested. Such requests should be made to the Cafeteria Manager at the school.

MENUS: Menus and nutrition information can be found on our website at www.clark.kyschools.us.

KENTUCKY PROUD:

Our School Nutrition Department participates in the Kentucky Proud Program. We are committed to serving our students as many locally-produced foods as possible. Serving foods grown in Kentucky decreases the distance the food travels and allows us to serve it at its freshest while supporting Kentucky's farm families.



This institution is an equal opportunity provider.

TOP FIVE THINGS TO KNOW ABOUT SCHOOL NUTRITION

- **WE ARE PART OF THE SCHOOL:** Providing healthy meals to our students powers their minds to learn during the school day.
- **WE ARE EXTREMELY TRANSPARENT:** Please contact us if you have questions, concerns, or are seeking information about any menu items etc.
- **WE'RE NOT PERFECT, BUT WE'RE WORKING HARD:** When serving over 7,000 meals each day, inventory becomes a challenge. At times we've run out of popular items and so has the food distributor, especially at the beginning and end of the year. Both schools and distributors are trying to guess which items are going to be selected. When several options are available this might happen. Please notify our office if your child mentions this occurrence to you.
- **WE PROVIDE UNMATCHED VALUE:** Each day we get to serve healthy, nutritious meals to the world's greatest students! Many people don't realize that we operate as a self-supporting business in the school district. We always invest 100% back to the students we serve.
- **WE ARE MORE THAN JUST CHICKEN NUGGETS AND PIZZA:** We've worked hard to add new menu items to the menu. We offer lots of different menu choices and test products throughout the school year with students to meet their taste preferences. We are flexible and agile. Yes, we have very strict nutrition standards, but we're always seeking new ideas and products to introduce to our students. If you have suggestions, please send them our way.



BREAKFAST STARTS A SUCCESSFUL DAY...New!! Breakfast in Classroom!

Breakfast is available at ALL Clark County Schools to ALL students FREE of charge! All Elementary Schools, Baker Intermediate, and Campbell Jr. High offer Breakfast in the Classroom. George Rogers Clark High School offers Breakfast in the cafeteria prior to the start of school and 2nd Chance Breakfast which is offered after 1st period. Breakfast includes a milk choice, a variety of fruit and fruit juices, and hot and cold entrees. Please encourage your student to take advantage of this delicious and FREE opportunity each day to get their brains ready for learning!

...AND A NUTRITIOUS LUNCH WILL CARRY YOU ALL THE WAY!

Healthy and nutritious school lunches are available every day to all Clark County Public School students FREE of charge! Menus are planned to meet the USDA requirement for calories, fat, sodium, protein, whole grains, fruit/fruit juice, red/orange vegetables, dark green vegetables, and bean/legumes. Lunch includes a milk choice, fruit and fruit juices, vegetables, grains, and a variety of hot and cold entrees.

Food Allergies: Students with food allergies are permitted to request meal modifications by having a licensed medical authority complete and sign a required medical form. A parent/guardian signature is also required. The current form is available to download from the district website. Parents/guardians are encouraged to make school officials aware of all student allergies.

CCPS Meal Charge Policy:

All parents shall be provided the written meal charge policy at the beginning of each school year or upon enrollment in the District for students transferring in mid-year. In addition, parents shall be advised of the available payment systems and meal prices.

The written meal charge policy shall be distributed to all school level staff including school nutrition employees involved in policy enforcement.

CEP: Due to Board approval of the Community Eligibility Provision (CEP), all schools in the District will provide breakfast and lunch at no cost to students.

Student Accounts: Balances may be monitored by setting up an account at www.myschoolbucks.com. This program allows account holders to review their student's cafeteria purchases, make deposits using debit or credit cards (a small convenience fee applies to these deposits), and receive low balance warning emails.

Payments: Money can be deposited into meal accounts by cash or check in the school cafeteria. Payments can also be made using MySchoolBucks as described above. Other individuals (grandparent, friend, teacher, etc.) may deposit money into a student's meal account. Due to confidentiality, an inquiry of the meal account balance requires a letter of permission from the parent/guardian.

Positive Balances: Any money left in the account at the end of the school year will roll over to the next school year. Graduated students will be notified of any funds left in their meal accounts. They can request a refund, transfer the balance to a family member or friend within the District, or donate the money to help pay down unpaid meal charges for other students. Refunds are paid by check. Checks will be mailed the day after monthly Board meetings. If the refund request is not submitted before the monthly deadline, it will be paid after the following month's Board meeting. The refund process may take up to six (6) weeks. Unclaimed funds will become the property of the Clark County School Nutrition Program sixty (60) days after graduation. The Superintendent/designee may approve a request after the sixty (60) day period.

Negative Balances: Negative balances are carried over to the next school year. Reasonable collections efforts may continue into the new school year to collect unpaid meal charges classified as delinquent debt. The District will communicate with families to resolve the matter of the unpaid charges. Longer repayment plans and collection efforts when children move to a new school outside the District will also be attempted. The balance due will remain on the student's account until the end of the 12th grade.

Ala Carte and Second Meal Purchases: Students are not allowed to charge ala carte/second meal purchases. The student must have money in their lunch account or have cash in hand to make ala carte/second meal purchases. If a purchase will make the account negative, the transaction will not occur.

Staff Charges: Staff members are not allowed to charge ala carte or meal purchases. If a purchase will make the account negative, the transaction will not occur.

When a student accumulates more than the allowable meal charges, the Superintendent/ designee shall initiate the established collection process to include notification of parents and appropriate follow-up. If parents have not contacted the Cafeteria Manager or submitted the amount indicated within ten (10) working days from the date of the final notice, the debt will be considered delinquent and may be directed to the Board Attorney.

Food Service funds may be used to collect delinquent meal charges.