

MIDDLE SCHOOL CAFETERIA PROCEDURES

- ◆ Prices: Breakfast-\$1.95, Lunch-\$2.95, Entrée-\$2.25, Side Dishes-\$.80-\$1.75, Milk-\$.65, Reduced Lunch-\$.40, Reduced Breakfast-\$.30.
- ◆ Lunches are planned to include five healthy food components: meat/meat alternate, bread, vegetables, fruit and milk. Students may choose an entree, one “served” vegetable, all of the self-serve vegetables that they care to eat, one serving of fruit and milk. When offered, a dessert can be selected in addition to the five meal components. Students can decline items that they don’t want but must choose at least three of the five food components - to include at least 1/2 cup of fruit or vegetable.
- ◆ Breakfast is available each morning and includes an entree, fruit, juice, and milk.
- ◆ In addition to full meals, students can purchase components of the meal at the a la carte price. Students can also purchase a variety of snacks and beverages. Middle school students are limited to one snack purchase per meal period unless otherwise restricted by their parent/guardian.
- ◆ A computerized point-of-sale system is used in the school cafeteria. An account in this system is automatically created for each student upon registration to the school district. The system allows students to deposit money into their account to be used for purchases.
- ◆ Deposits to a student’s account can be made in the cafeteria before the start of classes in the morning or at lunch time. Checks for deposit should be made out to SCASD FSD. We cannot give change for checks. Checks returned from the bank for insufficient funds are subject to a \$35 fee.
- ◆ Deposits can be made to your child's lunch account electronically at www.myschoolbucks.com. There is a \$2.49 fee for electronic payments, but a single payment can be split between multiple children.
- ◆ Students access their accounts by typing their district assigned student number into a PIN pad at the cashier station. When the account is accessed, a corresponding picture of the student appears on the cashier’s screen. Students may access and use only their own accounts. Students can ask any of the cashiers for help if they don’t know their student number.
- ◆ Students may pay cash each day for purchases--maintaining an account balance is not required but is encouraged.
- ◆ Whether a student uses an account balance or pays cash, the student’s account must be accessed in order for the transaction to be rung up. --Please be prepared to enter your student number whether you are using an account or cash for your purchase.
- ◆ Cash withdraws from a student account can only be made with the signed permission of a parent or guardian for the purpose of closing the account. Account refunds can be requested by emailing mas15@scasd.org.
- ◆ The computer recognizes the status of students eligible for the free or reduced price meals program and charges the appropriate amount. Students eligible for free meals do not need to deposit money into their accounts for meals but are welcome to make deposits to be used for a la carte purchases. Students eligible for reduced priced meals must deposit enough money into their account to cover their purchases.
- ◆ Students are expected to have enough cash or money deposited in their account to pay for all purchases but will never be denied a meal for lack of funds. A la carte/snack purchases will not be allowed if funds are not available. Cashiers will remind students when balances are low.
- ◆ Pennsylvania School Code requires that lunch account IOUs for students in grades K-8 only be discussed with the parents/guardians. We are not able to tell your child when they are out of lunch money. Current balances and transaction history can be viewed at www.myschoolbucks.com. Please sign up for email notification of your child’s low account balance at the [myschoolbucks](http://myschoolbucks.com) web site.
- ◆ Balances remaining at the end of one school year will be available for use on the first day of the next school year.
- ◆ Additional information, including lunch menus, is available on our web page www.scasd.org/schoolmeals. Please refer to the menu each month for news and announcements affecting the lunch program.