



GERMANTOWN SCHOOL DISTRICT

2011-2012 ELEMENTARY SCHOOL BREAKFAST & LUNCH PRICES:

- \$1.00 Paid Breakfast
- \$0.00 Free/Reduced Breakfast
- \$2.00 Paid Student Lunch
- \$ .40 Reduced Lunch
- \$2.75 Adult Lunch
- \$ .25 Milk
- \$2.75 2<sup>ND</sup> Lunch (Student)

2011-2012 MIDDLE & HIGH SCHOOL BREAKFAST & LUNCH PRICES:

- \$1.25 Paid Breakfast
- \$0.00 Free/Reduced Breakfast
- \$2.25 Paid Student Lunch
- \$ .40 Reduced Lunch
- \$3.00 Adult Lunch
- \$ .25 Milk
- \$3.00 2<sup>nd</sup> Lunch (Student)

FREE/REDUCED BENEFIT EXPIRATION

In October free and reduced benefits will expire. Please return the new application so the processing can be completed before your benefits expire on October 15, 2011

New families and all day kindergarten will receive a separate mailing indicating their lunch identification numbers.

Keep this statement for future reference as they are not re-issued each year.

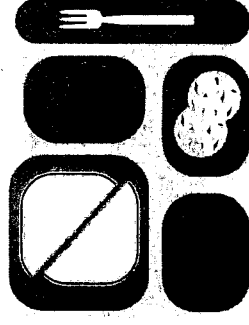
HELPFUL HINTS TO REMEMBER



- Prepaid System
- Child's Name on Check
- Payable to Food & Nutrition Dept.
- View Account On-Line at [www.germantownschools.org](http://www.germantownschools.org)
- E-mail sent out at \$5.00 Per Child
- 20 days @ \$2.00 = \$40.00
- 20 days @ \$2.25 = \$45.00



Sue Uselding  
 Director, Food & Nutrition Department  
 W180 N11501 River Lane  
 Germantown, WI 53022-3198  
 262.253.3419  
 262.255-0438 (fax)  
[suselding@germantown.k12.wi.us](mailto:suselding@germantown.k12.wi.us)



FOOD & NUTRITION DEPARTMENT

POLICIES & PROCEDURES

PLEASE KEEP THIS PAMPHLET FOR FUTURE USE

The Germantown School District Food & Nutrition Department has created a school lunch program that is easy to use and provides your children with healthy and nutritious meal choices served every day. If you have any questions regarding the food service program, please feel free to contact the Food & Nutrition Department at 262-253-3420.

- Every family in the District has a food service account.
- The account can be activated by depositing money.
- The Skyward Lunch System is a PREPPAID system which relies on parents maintaining a positive balance in their family account.
- Each child is given a confidential four-digit lunch ID number.
- This number is entered when going through the lunch line.
- THE STUDENT'S ID NUMBER IS DIFFERENT THAN THE LUNCH ID NUMBER.
- THE FAMILY ID NUMBER IS NO LONGER NEEDED WHEN MAKING A PAYMENT.
- Both positive and negative family account balances remaining at the end of the school year will transfer with the family account to the next school year.

### LOW & NEGATIVE BALANCES

- If your account has a negative balance an alternative meal will be offered for \$ .75.
- At the elementary school your child's hand will be stamped each day that the balance is \$5 or lower. It is the parent's responsibility to monitor your account.
- You will be notified that your account is low via e-mail if you have an email in Family Access.
- If your e-mail address changes, complete a Change of Information form. Additional forms are available at all school offices.
- You can monitor your family account activity and balance on-line at [www.germantownschools.org](http://www.germantownschools.org).

### PAYMENT OPTIONS

- Checks and money orders are preferred.
- All payments must be made payable to the Germantown Food & Nutrition Department. .
- YOUR CHILD'S NAME MUST BE ON EVERY PAYMENT.
- A cancelled check is your receipt.
- Checks will be collected in the morning at the elementary schools.
- Deposits turned in at the elementary school will be credited to the family account early the next morning and only the children at that school will eat.
- Deposits turned in at KMS or GHS before 8:30 a.m. will be credited to the

- family account the same morning and all children in that family will eat.
- Deposit boxes are located by the kitchen doors at KMS and the Food & Nutrition Department at GHS.
- Cash is also accepted in the lunch line at the secondary schools only.
- E-Fund payments must be made by 8:00 a.m. for money to post that day to your child's account. A \$1.00 service charge for checking deposits and a \$2.49 service charge for charge account deposits will be assessed by the E-Funds processor. (subject to change)
- Payments can be mailed to:

Germantown High School  
Food & Nutrition Department  
W180 N11501 River Lane  
Germantown, WI 53022-3198

### FREE/REDUCED MEAL PROGRAM

- Families having financial difficulties are encouraged to apply for the Free/Reduced National School Lunch Program offered through our district.
- Applications can be picked up at your school office and returned to the Food & Nutrition Department.
- Any students that were approved last year are automatically approved until October 15, 2011.
- Children who qualify for free or reduced lunch and take milk when bringing a bag lunch will be charged \$ .25 for milk.