



ISD721 New Prague Area Schools
Food Services

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Dear Parents and Guardians,

Welcome to the new school year! We look forward to serving your children. Please take a few minutes to read over the information in this packet.

EARLY PAYMENT INCENTIVE: An incentive of \$4 per family will be offered when you submit lunch payments before August 26. *Must be postmarked on or before August 26th. Send all completed forms in early to avoid those long lines at open house! (Incentive for lunch payment only--not to be used for snack milk or healthy snack cart programs. A lunch payment of at least \$40.00 must be submitted.)

We operate a pre-paid food service operation; no charging of food is allowed. A la Carte, Snack Milk, and/or Healthy Snack Cart purchases are NOT allowed if your account has a negative balance. When account carries a negative \$10.00 balance, lunches will not be offered. A positive balance in your account assures that your child (ren) will have more time to eat as they will not be delayed going through the line.

Snack Milk and/or Healthy Snack Cart - Grades K-5 (Two Separate Programs)

- Available at all elementary schools. Please complete enclosed form (one per family) and return to the food service office by **Friday, August 26**.
- Snack Milk and Healthy Snack Cart programs are NOT part of the free and reduced-price meal program.
- Will **NOT** be allowed if you have an unpaid lunch account balance from last year.
- **Please order before Friday, September 16.** Teachers will be given a listing of students who have ordered. Ordering early will be of benefit to your child.

Lunch Payments

- **PAYMENTS FOR ALL SCHOOLS ARE ENTERED AT HIGH SCHOOL.**
- **Family Account: only one payment per family is needed.**
- **Please allow one school day for payment to be credited to your family account.**
- Send payment with child to drop in lunch account boxes or bring to school offices in the morning.
- **Check: write first/last name of at least one child on memo line.**
- **Cash: please make sure parent name and first/last name of one child is printed on envelope.**
- **Mail:** New Prague Area Schools Food Service, 221 12th St. NE, New Prague, MN 56071.
- **Online:** via your Family Access account with debit or credit card (www.np.k12.mn.us).
(Family Access will be available after August 15th.)**

Tracking and Overdue Lunch Accounts

- Students can check their account balance as they go through the lunch line.
- Family can reference and pay via the district website under "Family Access".
****Available after August 15th.**
- Family can call the food service office (numbers in letterhead above).
- Food service office places automated weekly calls for balances under \$20.
- Hand stamp *may* be used for Grades K-8 as a take-home reminder.
- **Family is responsible for keeping a positive lunch account balance.**
- **Lunch purchases are not to be made when the account balance is negative.**

Lunch Information

- **Menus/Wellness Policy** information on district website: www.np.k12.mn.us
- A printout copy of the lunch statement will be provided upon request.

Free and Reduced Lunches

- A new application (form enclosed) must be completed each year. Forms must be received by September 30, 2011.
- Free and reduced lunch prices apply only to regular lunches (salad bar, build-your-own-sub, taco, and soup-sandwich lines).
- Extra or A la Carte items may be purchased at regular price if there are sufficient funds in the family lunch account. Parents have the right to block A la Carte purchases. Contact the Food Services office to set block, 952-758-1320.

Using Lunch Code

- **Grade 2-12 students** are responsible for knowing and using their own 4-digit lunch code.
- Each student uses her/his own number to access the family lunch account; these numbers should not be shared with anyone else.
- **Grade K-1 students** will have a laminated lunch card given to them in class each day. A replacement cost of \$3 will be charged for lost or damaged cards.

Prices for 2010-11

Gr. K-5	Regular Lunch or Salad Bar	\$ 2.40
Gr. 6-12	Regular Lunch or Salad Bar	\$ 2.55
All Grades	Cold Lunch Milk or Extra Milk	\$.45
All Grades	Second Full Lunch	\$ 2.75
All Grades	Extra Sandwich	\$ 1.10
Adult	Lunch	\$ 3.50
A la Carte	Listed on Website	

Student Days: 173

Gr. K-5 total for year: \$415.20*

Gr. 6-12 total for year: \$441.15*

*Amounts for full price lunches.

Thank you for taking time to read and respond to this information. Again, to avoid standing in long lines at your school's open house, return enclosed forms and early incentive payments by August 26. Enjoy the rest of summer and have a great school year!

One more note: *Should you decide to wait until the night of open house or the first week of school to submit payment for your family lunch account, please be aware that things are extremely hectic for us as we have a projected enrollment of 3,830 students! **With this in mind, please refrain from calling during the first day/week of school asking why the payment you submitted at open house has not been entered yet!***

Robert Foix, CEC/FSD
New Prague Area Schools

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