

*Port Allegany School District*  
*20 Oak Street*  
*Port Allegany, PA 16743*

**Cafeteria Notes for the 2016-17 School Year**

The **breakfast program** will again be offered in both the Elementary and Jr/Sr. High School in the upcoming school year. Breakfast will be served in both schools from 8:00-8:15 a.m. Breakfast selections are printed within this newsletter. They will be offered on a rotating basis. Lunch menus can be found posted in each homeroom, as well as, in the local newspaper, radio station, and the school website at [www.pasdedu.org](http://www.pasdedu.org). If your children are eligible for free or reduced lunches, they will also be eligible for free or reduced breakfast. All **meal prices** are also listed within this Newsletter.

If you feel your family may be eligible for free and or reduced price meals, please complete the **Application for Free and Reduced Price Meals** that has been included in this Newsletter, which is printed on **YELLOW** paper, and return it to the Superintendent's Office at the High School or to Mrs. Howard in the cafeteria as soon as possible. However, if you have received a "Direct Certification Notification Letter" printed on **GREEN** paper, you **Do Not** need to fill out a YELLOW lunch application.

Children that were on the free or reduced price program at the end of last year will continue in the same program for the first 30 operating days of school in order to give parents a chance to complete an application. **New applications must be completed each year.** Applications must be renewed by **October 5, 2016**. Any family that has not completed a new application will be taken off the program until the application is received and approved. **Reminder:** Prices for free and reduced meals for new applicants are **not** in effect until the necessary forms are approved. Students will be charged full price **until** the applications are approved. This year's enrolling kindergarten children are not eligible until the appropriate paper work has been completed and approved, unless you have received a GREEN "Direct Certification Notification Letter".

**SCHOOL DELAYS** - Parents and students are reminded when school is delayed by 2 hours no breakfast will be served at either school.

**ACCOMMODATING STUDENTS WITH DISABLING SPECIAL DIETARY NEEDS** – Schools participating in a federal Child Nutrition Program (School Lunch, School Breakfast or After School Snack Program) are required to make accommodations for children who are unable to eat the school meals because of a disability\* that restricts their diet. In order to make modifications or substitutions to the school meal, schools must have a written Medical Statement on file that is signed by a licensed physician. The statement must identify:

- The child's disability
- An explanation of why the disability restricts the child's diet
- The major life activity affected by the disability
- The food(s) to be omitted from the child's diet
- The food or choice of foods that must be provided as the substitute

**\*Only a physician can declare if a student has a disability.**

**ACCOMMODATING STUDENTS WITH NON-DISABLING SPECIAL DIETARY NEEDS** – Schools may, at their discretion, make substitutions for students who have a special dietary need, but do not meet the definition of disability. Examples include food intolerances or allergies that do not cause life-threatening reactions.

All special dietary considerations must be requested each year.

### **MEAL CARD/ACCOUNT NUMBERS –**

All returning students will keep the same number as last year. New numbers will be issued for Kindergarten and new students.

Elementary students will continue to use a card containing their name and account number. These cards will be issued through their homeroom teacher who will distribute them at mealtime. The cards will be collected at the cafeteria register as has been done in the past.

All lost cards should be reported to the cafeteria immediately.

**NO FREE MILK PROGRAM** - The Port Allegany School District does not have a free milk program. The PA Department of Education prohibits schools from having both a free meal program and a free milk program in the same building.

Any student who qualifies under the free lunch program that would like to purchase **milk ONLY** at **meal time** or for **kindergarten snack** has to pay in advance for their purchases.

**KINDERGARTEN SNACK** - A morning snack is provided for each kindergarten student. Milk is also available for your child to purchase. The cost is 40 cents per day and must be prepaid.

**NOTE:** Monies for all cafeteria purchases, i.e. (breakfast, lunch, milk, snack milk, etc.) are deposited into one account for each child. Account deposits can be made by check payable to the PASD Cafeteria and mailed to the school to the attention of Judy Howard. Please specify your child's name and account number on your check or on the outside of the envelope.

**PAYMENT/CHARGING POLICY** - Parents are asked to pay in advance and if possible please pay by check. Checks must be made for the exact amount to be deposited into your child's account.

**\*\*Please see the attached notice from “MySchoolBucks” for further information about paying on-line.**

If a student's account runs out of money, elementary students may be served an alternate meal until their account is paid up. **High school students may charge meals for up to three days.** After three days, the school may refuse to serve the student unless payment arrangements have been made in advance with Mrs. Judy Howard. She may be reached by phone at 642-9557 in the Elementary School and 642-2596 in the High School.

Excessively large negative balance accounts will be turned over to the office of the District Justice and/or collection agency for collection in addition to any interest, service fees, collections costs or other expenses incidental to this debt. By choosing not to pay for cafeteria charges and all related fees you are authorizing agreement for collection of these funds as permitted by law.

### **REMINDER – THE APPLICATION DEADLINE FOR FREE OR REDUCED PRICE MEALS IS OCTOBER 5, 2016**

**STUDENTS WHO QUALIFIED FOR FREE OR REDUCED PRICE MEALS LAST YEAR MUST RE-APPLY EACH YEAR. THIS YEAR'S APPLICATION MUST BE TURNED IN BY OCTOBER 5, 2016.**

For new students, a new application must be completed and approved in order to be eligible for free or reduced meals even if your child was eligible last year in another school district.

Prices for free and reduced meals for **NEW APPLICANTS** are **NOT** in effect until the necessary forms are turned in **AND** approved. These forms are available at the high school guidance office, superintendent's office, elementary principal's office or from the cafeteria supervisor. You will need to pay in advance for all purchases until your application has been approved.

If you have any questions concerning the Cafeteria, please call Mrs. Judy Howard or Mr. Adam Moate at 642-2596. Thank you for your cooperation with the cafeteria system and procedures. The District wishes all students a successful and rewarding new school year.

## *CAFETERIA PRICES*

*2016-17*

	<u>Elementary</u>	<u>Secondary</u>
Regular Lunch	\$1.90	\$2.00
Reduced Price Lunch	.40	.40
Extra Milk	.40	.40
Regular Breakfast	1.05	1.15
Reduce Price Breakfast	.30	.30
Adult Lunch	3.00	3.00

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## *A LA CARTE PRICE LIST* *(Available at the High School Only)* *(Prices are subject to change)*

Hamburger, Hot Meat Sandwich, Hot Dog (all sandwiches & main entrees)	\$1.45
Vegetables (includes potatoes/ french fries)	
Large Bowl	.75
Small Bowl	.50
Soup	1.00
Fruit (small)	.50
Ice Cream	will vary
Water & Bottled Drinks	will vary
Potato Chips, Pretzels, Oatmeal	
Cookies, Crackers, Fruit Snacks, etc	will vary

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## *Breakfast Menu*

Always includes: Milk

## *Rotating Choices*

Cinnamon Roll  
Cereal & Toast  
Breakfast Pizza  
Pop Tarts  
Waffles  
Pancakes  
Funnel Cakes  
Donuts