



Dear Westonka Families:

Our goal at Westonka Food and Nutrition Services is to provide fresh, nutritious, well-balanced meals that meet the dietary guidelines for required levels of nutrients and calories for each age group. We participate in the Farm-to-School Program and purchase as many local foods as possible throughout the year so students get a lot of variety. All full meals consist of five meal components:

1. Meat (or meat alternative); 2. Vegetable; 3. Fruit; 4. Whole Grains; 5. Milk

According to federal regulations, students must select at least three out of the five meal components offered (one of those must be a fruit or vegetable) to be considered a complete meal.

Westonka uses a computerized system that allows students to electronically purchase a lunch. A personal account is established with four-digit PIN number for each student in the district. When a student makes a purchase, the purchase is directly deducted from their account balance.

2017-2018 Meal Prices

Lunch prices for 2016-2017 are: \$2.70 at Hilltop, Shirley Hills, Early Childhood Center and \$2.85 at Grandview and \$2.90 at the High School and \$3.00 at Our Lady of the Lake. Breakfast costs \$0.80 at Hilltop & Shirley Hills, Grandview, and the High School. All Kindergarten students receive breakfast at no cost for the 2017 – 2018 school year.

How can I track my account balance?

By logging into **Skyward Family Access** you will have easy access to view lunch balances and a feature to set up automatic email notification when a low balance occurs.

How do I deposit money into my account? - Two options are available.

1. Log in to **Skyward Family Access** from the Westonka website. There is a service charge for making a payment online.
2. Bring a check/cash to school and drop off payment in the designated mailboxes, which are located near the main entrances. **Please write the student first and last name in the check memo section to ensure accuracy.*

What are the procedures for students eligible for free or reduced-price meals?

Students eligible for this program follow the same procedure as full-pay students. Complete confidentiality is maintained regarding a student's eligibility status. The system will allow students eligible for the free or reduced program, one full breakfast meal and one carton of milk and one full lunch meal and one carton of milk per day at no charge. To be considered a full meal, a student must select (minimum) of three different meal components offered (one of those must be a fruit or vegetable). All a la carte purchases are NOT covered by the School Meals Program; those purchases are charged to a student's meal account.

New applications for educational benefits will be available as of July 1, 2017 for the 2017-18 school year. Applications for 2016-17 benefits are no longer accepted (effective June 5, 2017).

How to purchase a la carte items?

All students with a positive balance may purchase additional cartons of milk, extra lunches or a la carte items during the meal period.

Note: A la carte purchases are not part of the free and reduced lunch program. **Please note: Students must have money in their account for a la carte purchases.*

Who can I contact if I have questions on my meal account? Deb Bailey, baileyd@westonka.k12.mn.us – 952-491-8088

Sincerely,
Laura Metzger
Director, Food & Nutrition Service



Westonka Public Schools

Food & Nutrition Services
5905 Sunnyfield Road East (MWHS)
Minnetrista, MN 55364
952.491.8088/491.8084



2017-18 MEAL PRICES, POLICIES & PAYMENT OPTIONS

Lunch prices:

Mound Westonka High School	\$2.90
Grandview Middle School	\$2.85
Shirley Hills	\$2.70
Hilltop	\$2.70
ECC (Pre-K)	\$2.70
Our Lady of the Lake	\$3.00
Adult Lunch	\$3.75
Milk	\$ 0.50
Juice	\$ 0.50
Additional or second lunch, visitor lunch price	\$3.65
Lunch Entrées Only	\$2.70 - \$3.00
Free & Reduced Priced Lunch	No Cost

Breakfast prices:

Mound Westonka High School	\$.85
Grandview Middle School	\$.85
Hilltop Primary	\$.85
Shirley Hills Primary	\$.85
Adult Breakfast	\$2.20
Milk	\$ 0.50
Juice	\$ 0.50
Additional or second breakfast, Visitor breakfast price	\$2.20
Breakfast Entrees Only	\$2.20
Free & Reduced Breakfast	No Cost
Kindergarten Breakfast (Served at SH/HT)	No Cost

General Information:

All schools offer a la carte items which can be purchased from student meal accounts or with cash. Students in grades PK-2 have access to only beverages; they will not have access to snacks. Students in grades 3-4 will be able to purchase snacks and beverages if they have appropriate funds in their meal account. No extra snacks or beverages will be allowed if purchases push the meal account negative. Parents must send in a signed "No Extras: Opt Out" form if they do not want their student to purchase any beverages or snacks outside of a regular meal. Once this form is on file, students will be able to use their meal account for reimbursable meals only. Families have the option of opting out for a la carte purchases at any time during the year. The **No Extras: Opt Out form** can be found on line at our website or by calling 952-491-8088.

All Schools Negative Meal account policy:

1. If a student's account falls below -0-, a regular lunch will be allowed. A la carte and snack items will be denied.
2. While we do not have a meal charging policy, we recognize that parents may forget to check their student's meal account balance and account may go negative. We will make frequent calls and e-mails to families that have negative balances. Families will be responsible for making payments to bring the account positive.

Meal account payments:

Checks & Cash Accepted: All students can give payments directly to cashiers or drop payments in school office.

- **Checks** payable to: **ISD 277**. Make sure to write your student's name on the memo line. It's important to remember when making payments for students at multiple buildings, to write the first/last name of each student and the building they attend school on the memo line.
- **Cash** must be placed in a sealed envelope with your student name written clearly on the front. Notation: **LUNCH MONEY.**

Food Service is not responsible for lost, stolen or mislabeled meal account payments.

Online Payments:

- **RevTrak/Skyward Family Access:** Make meal account payments online through Family Access (note: there is a convenience fee added to each payment); the same system you will use to check on your student grades and attendance. Family Access is an easy way to check meal account balances and look at what your student(s) have been eating through the cafeteria purchases menu option without fees.

Monitor your student's meal account: We make every effort to accurately charge your student's meal account according to what was purchased on a daily basis. However, occasionally our cashiers may make an error. Please monitor your student's account on a regular basis and if you find an error, please contact the Food and Nutrition Services office by the 12th of each month to discuss errors from the previous month. As an example, if you find an error on October 15th, please call the food and nutrition services office by November 12th to dispute the charges. After the 12th of each month, families will be responsible for all charges from the previous month.

Your children may qualify for free meals. *This also helps our school qualify for additional education funds, grants and discounts. Therefore, it's important and encouraged that Westonka Public School families apply for Educational Benefits. A Free Meal Application is attached.*

- Stop & visit our improved website www.westonka.k12.mn.us/westonkafoodies
- Menus are also available on My School Menu App (see **QR readers codes above: Apple Store or Google Play**).
- For more information, please contact Food & Nutrition Services. Look for **Westonka Foodies** on social media.



Department of Food & Nutrition Services

Laura Metzger, Registered Dietitian & Director, Food & Nutrition Services - 952.491.8084
Deb Bailey, Admin Assistant - 952.491.8088