

All households who apply for benefits will be notified by the e-mail listed in the SIS system whether approved or denied. Households that haven't received an e-mail of their results are encouraged to contact Nutrition Services at lunch@cpsk12.org or call 573-214-3480. If a scholar is missing from the meal benefit notification, contact Nutrition Services immediately to have that scholar added to the application to avoid unnecessary meal charges. Meal charges do not go retroactive before the date on an approved application. All accumulated charges are the responsibility of the parent/guardian of the scholar. Columbia Public Schools reserves the right to pursue payment of unpaid charges with a third-party collection agency. Please see the new *Scholar Charges and Delinquent Meal Accounts* section for details.

Meal Prices are updated July 1st

updates cpsk12.org/nutrition

Scholar Charges and Delinquent Meal Accounts and Charge Procedures

A complete lunch must consist of at least 3 of the 5 components offered: Whole Grains, Meat/Protein Substitute, Fruit, Vegetable, and/or Milk. A complete breakfast consists of 3 of 4 items offered: Grain or Protein item (2 offered daily), fruit/vegetable, and milk. All scholars are required to take a fruit or vegetable at both lunch and breakfast or will be charged a la carte prices. A la carte purchases are prohibited if a scholar does not have money in his or her account or if the account balance is negative. Milk or juice-only purchases are considered an a la carte purchase. Courtesy automated phone calls and e-mails will also go out to all households with **any** negative meal account balances weekly to the e-mail and phone number on file with the district.

Scholars who go through the meal line to obtain a complete meal will not be denied a meal for any reason. There is no alternate meal for delinquent accounts. All scholars receive the same0 Gnu/F7 leAll scholar

All communications sent home are sent using the scholar information on file with the District. Please keep all scholar contact information up to date to receive important information. Failure to receive these notices does not negate parental/guardian responsibility for negative meal balances.

Meal Account Refunds:

All refunds must be requested. Refunds of \$10 or less may be issued in person in the Nutrition Services office at 1818 West Worley Street, Columbia. Amounts over \$10.00 must be requested and will be mailed to the address on file for the parent/guardian. Refunds may take up to 4 weeks to process. Families who plan to leave the District at years end are encouraged to make plans for refunds that may include the address of their new residence or make an early request. Overseas payments will take significantly longer to receive. Refunds older than 3 years for unenrolled scholars will no longer be available for refund due to limited capacity to maintain scholar financial information for inactive accounts.

Meal Modifications or Food Allergies

If your child has a food allergy that requires a food substitution in the cafeteria, a physician's order is required that includes foods to be eliminated and a list of acceptable substitutions. The scholar's physician must fill out and sign the Medical Statement for Students Requiring Meal Modifications form found on the CPS Nutrition Services' website cpsk12.org/nutrition or call 573-214-3480 to have a copy mailed or faxed to a physician. Due to large numbers of scholars, Nutrition Services' cashiers will be unable to monitor for scholar religious or lifestyle preferences that are not physician ordered. However, menus can be found on the Nutrition Services' website to assist families with meal selections daily.

All foods sold to scholars during the school day are under the scrutiny of USDA's National School Lunch Program Regulations which were created to promote high standards for all foods available to children. Columbia Public Schools strictly adheres to research-based nutrition regulations geared toward targeting nutrient deficits and excesses in the U.S. American diet.

For more information regarding school meals, please contact the Nutrition Services office at (573) 214-3480 or log on to the Nutrition Services' website: cpsk12.org/nutrition.