

July 2017

Dear Parent / Guardian,

Did you know that Child Nutrition Services serves over 20 Million Total Meals a Year! Approximately 1250 Dedicated Employees work as a team to provide nutritious meals to students, staff and guests.

Child Nutrition Services has a fiscal responsibility to stay in compliance with Federal Guidelines. In order to meet this obligation, parents / guardians are responsible for purchases made by their student(s) in the cafeteria. It is not Northside School District's intent that children go hungry at school; however, it is the responsibility of parents or guardians to provide their children's lunch or breakfast, or pay for meals provided by your school.

**Please review the following NISD Charge Policy & Courtesy Meal Information:**

**Elementary Schools –**

When a meal account becomes negative, the household will be notified by a note and/or NISD Notification System.

Elementary students will be allowed a maximum of five (5) lunch charges.

After a student has accrued five (5) lunch charges, a courtesy meal consisting of a sliced meat & cheese sandwich, fruit or vegetable and milk will be offered at no charge. Elementary students will continue to receive a courtesy meal until all cafeteria charges are paid. No a la carte items may be charged at any time.

It is department policy not to take away a food tray once an elementary student has received it.

**Middle & High Schools –**

When a meal account becomes negative, the household will be notified by a note and/or NISD Notification System.

Middle and high school students will be allowed a maximum of one (1) lunch charge or one (1) breakfast charge. Once the account becomes negative, a courtesy breakfast or lunch meal will be offered at no charge. A courtesy lunch meal consists of a sliced meat & cheese sandwich, fruit or vegetable and milk. A courtesy breakfast meal consists of cereal and milk. Students will continue to receive a courtesy meal until all cafeteria charges are paid. No a la carte items may be charged at any time.

Please come join us for breakfast and lunch and see our dining experience at the *"N" Zone Café*. You may visit our website at <http://www.nisd.net/child-nutrition> for more information.

The following forms of payment are accepted to ensure your student has breakfast and lunch available:

**Cash, Checks, Money Orders or Credit Cards on Line at:**

<http://www.myschoolbucks.com/>

Interested in applying for Free & Reduced Meal Benefits? Apply online at: <https://mealapp.nisd.net/> or call 397-4517 for more information.

Sincerely,

Child Nutrition Department

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992.

Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider



**Child Nutrition  
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