



Meal Service Procedures for Students Choosing Digital Learning

Meals for Students Choosing Digital Learning

- Parents or students will be able to pre-order meals in advance and pick-up from their home school on designated day and time. Meals will be pre-ordered through Microsoft Forms. Each week the School Nutrition Office will send the order form via email on Thursday afternoon.
- Parents must submit the pre-order form by 8:00 am Friday mornings for each enrolled student.
- Parents will have two options to select:
 - Option 1: Five meals for breakfast and five meals for lunch
 - Option 2: Five meals for lunch only
 - Menu will consist of a variety of cold and shelf stable items.
- Mondays will be the pick-up day which will allow time for parents to pre-order by 8:00 am on Friday and allow School Nutrition staff time to prepare meals as they are still providing breakfast & lunch.
 - Pick-up time window:
 - 9:00AM -10:00 AM Elementary & High Schools
 - 9:15AM – 10:15 AM Middle Schools

Cost for Meals

- The cost of Meals will be determined by the students' status which may be Free, Reduced, or Paid.
 - We were able to provide meals at no cost during School Closure due to waivers provided by USDA that are no longer available.

Distribution of Meals

- Meals will be available for pick-up in a designated area of the school (car rider or bus lane) during the designated time on Mondays. Parents will not enter the building.
- Parents will arrive and provide their student's name to School Nutrition staff then will be asked to open trunk for contactless exchange of food.

See next page for FAQs

FAQs

- Why are parents asked to open trunk to receive meals?
 - This will provide a contactless exchange.
 - This model will eliminate hand to hand contact or staff reaching in cars.
- How will parents pay for meals?
 - Parents are strongly encouraged to set up a payment account through K12 payment center at: <https://www.k12paymentcenter.com/>.
 - Students that are Reduced or Paid meal status must have funds available on their meal account to receive pre-ordered meals.
- Can parents with multiple students attending different schools pick-up at one location?
 - Meals must be pick-up at each student's home school due accountability compliance, staffing, production, and inventory.
 - Menus are planned according to USDA guidelines which vary based on age-grade group.
 - Therefore, some serving sizes and menu choices may vary.
- Are Free & Reduced Meal Applications required for SY 2020-2021?
 - Yes, a new household Free & Reduced Meal application must be submitted every year.
 - Free & Reduced Meal Applications are available to complete online at <https://www.lunchapplication.com/>. The online process allows for a faster approval process.
 - The online option will minimize cross contact between students and staff.
 - New applications must be submitted by September 14th to avoid last year's application expiring. When applications expire, the students' status returns to paid.