



BREAKFAST & LUNCH FAQ'S YOU SHOULD KNOW BEFORE YOUR CHILD STARTS SCHOOL

Why should my child eat the school breakfast/lunch?

The Shippensburg School District participates in the National School Breakfast and Lunch Program. All menus are strictly analyzed for compliance with nutritional and component (menu item) requirements that meet Healthy Hunger Free Kids Act (HHFKA) regulations. All breakfast and lunch menus meet the strict calorie limit, required percentages of fat and saturated fat, and nutrient requirements of the HHFKA. Chartwells Food Service Management Company is contracted by Shippensburg School District to ensure all meal requirements and regulations are followed and to provide nourishing and appealing meals to students.

Where can I obtain menu information?



There are two ways to access menu information: 1. <https://www.shipk12.org> → Departments → Food Service → Menus. The second way is to download the Nutrislice App from your device's Play Store and follow the screen instructions. Nutrislice lists the daily menu and choices but also contains calorie, nutrient, carb and sodium information for each item served. A food allergy alert can also be seen for any foods served that may contain products that would cause an adverse reaction to students with food allergies.

What foods make up a school breakfast and school lunch?

Breakfast consists of three food items: fruit (or vegetable substitution), grain (and sometimes meat/meat alternative) and milk. All students, at any grade level, must select at least three food items (some items count as two, ex. a breakfast sandwich). They also must select a fruit or fruit juice.

Lunch consists of: vegetables, fruits, grains, meats/meat alternate and milk. All students, at any grade level, must select at least 3 of the 5 food items (some items count as two items, ex. pizza). They must also select a fruit or vegetable.

SchoolCafe – What is it?

The SchoolCafe website is where you, as a parent or guardian, can obtain all your child's meal information. It includes an online payment option, online free/reduced meal application, your child's meal balance, purchase history and payment history, set up for automatic payments to be made plus an option to receive low balance alerts telling you when your child needs money on their account. The SchoolCafe site can be found at www.schoolcafe.com/ShippensburgASD. If you have never used SchoolCafe before, an account will need to be created. Follow the screen directions to get an account set up. All school-aged children can be set up under one account. You may download SchoolCafe from your device's Play Store to have information available to you at all times.



How do I get apply for free/reduced meals?

You may apply online for free/reduced meals at School Café (information above). A letter approving or denying eligibility will be sent from the Food Service Office once eligibility has been determined. Eligibility takes effect on the date it is approved. Any charges incurred before eligibility takes effect, is the responsibility of the parent or guardian to pay. **A new household application must be submitted each new school year. Only one application listing all students and persons living in your house (related or not) is needed.** If you receive information from the Shippensburg School District that your household is automatically approved for free meals, then no application needs to be completed. If you do not have internet access, please contact the Food Service Office or school building office for a paper application.

COMPASS-What is it?

Compass is the online tool offered to residents of Pennsylvania to apply for many health and human service programs such as health care coverage, food assistance, cash assistance, heat assistance and other services. The website for this service is: www.compass.dhs.pa.gov. Check this site out if additional financial assistance may be needed in your household.

Will anyone know if my child receives free meals?

Meal eligibility is kept very confidential and is not available to only those associated with the Food Service Department. Names are only released for testing required by the state. Any other purpose will need the parent/guardian's approval to release the name either by signing a SASD Sharing Information Form or being contacted personally.

What is the cost of a school lunch?

The price for a school lunch during the 25/26 school year will be: \$3.10 in the Elementary/Intermediate School and \$3.30 in the Middle School and the Senior High. Free and reduced meals are available but a household must first be approved through the completion of a Free or Reduced Meal Application or automatic certification from the State of PA.

How do I pay for school lunches?

Meal payment may be made using the following methods:

- **SENDING PAYMENT TO YOUR CHILD'S SCHOOL**

If you choose to send money to school, payment is preferred by check (made out to SASD Food Service). Cash will be accepted but please keep in mind that cash can be lost and unable to track. A check can be tracked and is more secure. Please put payments in an envelope with your child's name, grade and amount on it. The money is collected in the elementary classrooms and then forwarded to the school cafeterias where it is deposited to your child's breakfast/lunch account that is established upon enrollment. Any amount of payment may be. Middle School and Senior High School cafeterias have locked deposit boxes where payment should be put. No cash or checks are accepted in the meal line.



- **ONLINE PAYMENT** – Payments are made on the SchoolCafe site (www.schoolcafe.com/ShippensburgASD). When an online payment is made, a transaction fee is added per transaction. No telephone transactions can be made to the school or Food Service Office.
- **MAIL OR DROP OFF** at the SASD Operations Building located at 317 North Morris Street (beside the Nancy Grayson Elementary).

What if my child forgets his lunch money?

Children are **NEVER** denied a school meal because there is no money on the account. Parents/Guardians are encouraged to keep track of balances using the SchoolCafe site and the negative balance be paid as soon as possible.

What happens to money at the end of the school year or if I move from the district?

Money left at the end of the school year will automatically transfer to the following school year. If you are moving from the district at any time during the school year or over the summer, please complete a "Meal Account Balance Refund/Transfer Request" form located on the Food Service web page and follow directions on the form. A refund check will be issued. Money can also be transferred to another sibling or student or donated to our "Student in Need" fund.

What if my child has special menu needs or a food allergy?

Please see the School Nurse in your school to obtain a "Medical Plan of Care for School Food Service" form. This form must be signed by a physician and returned to the school nurse who will in turn alert cafeteria staff of the special need and be posted to their meal account information.

How is my child's breakfast/lunch counted?

Each child is assigned a student ID number when they enter the district. This number will stay with the child during their entire time at SASD and does not change from year to year. When any transaction occurs in the cafeteria, it is recorded on SchoolCafe and includes the date, time, register of transaction, and action taken including all purchases & deposits.

What if my child packs a lunch but want to purchase milk or other ala carte items?

Milk may be purchased for \$.70 each. There must be money on the child's account in order to receive a milk-NO CHARGING ALLOWED FOR ANY ALA CARTE PURCHASES. The cost of the ala carte item will be deducted from the child's meal account. There are limited ala carte items (items which are not included in the school meal) available at the Intermediate School. Only milk is available at the K-3 buildings. The variety of Ala Carte items offered increase as grades go higher. All items are Healthy, Hunger Free Kids Act and Smart Snacks in School compliant. Please see the Food Service Department web page to see item offered and their cost. All items are subject to change depending on vendor costs to the districts. Items must also be priced higher to encourage students to purchase a school meal instead of healthy snacks. If you do not want your child to purchase ala carte items or limit the amount of money they are able to spend, this can be done on the SchoolCafe site.



What is the Breakfast Program?



The school district encourages your child to participate in the school breakfast program. Studies have shown that eating a nutritious breakfast is crucial to improve academic performance, improved classroom behavior and attentiveness and fewer visits to the nurse. It also helps you, the busy parent or guardian to ease the burden of the busy morning rush. Breakfast is free to every student in the district. When students arrive at school, they will follow their building's procedure to receive a free breakfast. Check out the menu to know what choice is available each day.

Additional Resources about SASD Meals:

The following resources can be found on the Shippensburg Area School District Website:

- Wellness Policy – A written document to help guide our schools to promote student health, well-being and improve the ability to learn. District and community leadership set specific goals, guidelines and standards which are evaluated regularly to ensure compliance. Areas included in the policy include nutrition education, physical activity, physical education, nutrition and other school-based activities.
- Civil Rights Complaint Procedure
- SASD Meal School Meal Account Procedures

Who do I contact if I have further questions about my child's lunch, eligibility for free or reduced meals or other questions in general about my child's lunch?

SASD Food Service Office
Operations Building
317 N. Morris Street
Shippensburg, PA 17257
717.530.2722
E-mail: cafe@ship.k12.pa.us