

School District of Greenwood

2023-2024 FOOD SERVICE PROGRAM

FREE MEALS FOR ALL STUDENTS!



GREENWOOD MIDDLE/HIGH SCHOOL

306 W. CENTRAL AVE.
PO BOX 310
GREENWOOD, WI 54437-9470
PHONE: 715-267-6101
FAX: 715-267-6113

MR. JOE GREEN

District Administrator /
Middle-High School Principal

GREENWOOD ELEMENTARY SCHOOL

700 E. DIVISION ST.
PO BOX 310
GREENWOOD, WI 54437-9470
PHONE: 715-267-7211
FAX: 715-267-7209

MR. SHANE LILLY

Elementary Principal

GREENWOOD BOARD OF EDUCATION

JAMIE GARDNER, President
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REGULAR BOARD MTGS:

- Fourth Wednesday of each month at 7:00 pm.

ANNUAL BOARD MTG:

- 9/25 | 7:30 PM | Cafetorium

For school calendar information, staff email address, sports news, resources and more, check out our website at: www.greenwood.k12.wi.us

As we look to kick-off the new school year, there is some very important and exciting news for the students and families in our school district. The School District of Greenwood has qualified to participate in CEP (Community Eligible Provision) for the 2023-2024 school year! This federally funded program enables us to provide breakfast and lunch to each student enrolled in our district at no cost! We are excited for the opportunity and relief this provides our families!

Our meals are still served under that Nation School Lunch Program and follow the nutrition guidelines prescribed by the Healthy, Hunger-Free Kids Act of 2010. School lunches must contain the following components; milk, fruits, vegetables, proteins, and grains, while also following these additional standards.

- Age-appropriate calorie limits
- Larger servings of fruits and vegetables
- A wider variety of fruits and vegetables
- Fat-free or 1% milk (any flavored milk must be fat-free)

A LA CARTE PURCHASES

Students at the middle and high school that purchase a la carte items will still have to maintain a positive balance in their family accounts. These additional items are not free and students must have a signed permission form on file in order to make a la carte purchases. This includes extra milk with the free regular meal. New this year in the middle and high school is a mid-morning nutritional break. Here, students will be able to get breakfast or purchase a la carte items between their first and second period class. **Students may only receive one free breakfast each day.** If students eat breakfast before school, they are not eligible for free breakfast during the nutritional break after the first period, these purchases would be considered an a la carte charge.



All enrolled students of the School District of Greenwood are eligible to receive a FREE healthy breakfast and lunch at school each day of the 2023-24 school year!

ALTERNATE HOUSEHOLD INCOME FORM

Even though breakfast and lunch meals are free, we are requesting our families fill out the 2023-24 ALTERNATE HOUSEHOLD INCOME FORM enclosed within this mailing.

Completing this form is not required for receipt of free breakfast and lunch meals through the CEP program. However, completing the form is necessary for other program(s) and still extremely important to our school district. There is a large portion of federal funding that is tied to the percentage of students qualifying for free and reduced lunch. Programs such as Title, AGR, E-rate, etc, provide funds that support our language arts and math curriculum, staffing, and technology needs. These forms remain highly confidential but are critical for families to fill out.

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FOOD SERVICE PROGRAM INFORMATION

The Food and Nutrition program is a vital part of the education services provided to the children of School District of Greenwood. We offer many services for the children, for example breakfast, lunch, after school bag meals (grades 7-12), Wisconsin Milk Break (grades 4K-4) and summer school breakfast and lunch. We are proud of the high quality of food provided for the children.

Did you know?

Greenwood receives federal and state subsidies for meals served to all students. State and federal aid is paid for every student that participates in the food program, whether they are paid or in the free/reduced program. In order to receive the funding we must meet requirements set by the federal and state guidelines.

BREAKFAST REQUIREMENTS

Per federal/state guidelines, a reimbursable student breakfast meal must include **3 ITEMS**. These items include:

- 1 carton milk
- 1 cup fruit and/or juice (Any combination: 1 of each or 2 of fruit).
- 1 grain (or substitute protein. Example: string cheese and or yogurt)

LUNCH REQUIREMENTS

Per federal/state guidelines a reimbursable student meal must include a minimum of 3 out of the 5 components, with students being able to take all 5 for a reimbursable meal.

- 2 oz. meat/protein alternative,
- 1 serving bread/grain,
- 1 serving (1 cup total) of fruit or vegetables (any combination: 1/2 each or 1 cup of one or the other.)
- 1 dairy (carton) milk

If a child doesn't take a reimbursable meal they will be charged for each individual items at the a la cart price (with permission).

SPECIAL DIETARY NEEDS

The School District of Greenwood is committed to ensuring that all children have access to healthy meals that meet their dietary needs. In order to do so, a form for requesting special dietary needs [**Children with Disabilities and Special Dietary Restrictions and Dietary Request Form**] that provides

2023-24 FOOD SERVICE MEAL PRICES

BREAKFAST

4K-12 Grade Meal FREE
Adults \$3.00

LUNCH

4K-6 Grade Meal FREE
7-12 Grade Meal FREE
Adults \$ 5.00

A' LA CARTE PRICES

BREAKFAST

Breakfast Entrée \$ 1.60
String Cheese \$.60
Yogurt \$.80
Fruit \$.50
Juice \$.60
Milk \$.50

LUNCH

Student Lunch Entrée \$ 2.75
Salad \$ 1.50
Chips \$.75
Fruit \$.50
Milk \$.50
After School Bag Lunch \$ 5.00

guidance and documentation for school meals is available on the district website under the food service area. You can also request a copy of this form from either building office.

Our food service staffs are all certified in sanitation and safety. The food service program has two inspections a year by a state certified inspector.

If you have any questions please contact Jeri Haase, Food Service Director phone 715.267.7211 ext. 5527, and leave a message or via e-mail: jehaase@greenwood.k12.wi.us

A LA CARTE PURCHASES

Students in middle/high school who have a la carte permission forms on file may charge individual a la cart items to their family food service accounts. Please see the permission form that each building has that indicates the items that are available to be purchased. Attached is the form for the Greenwood Middle/High School.

All students (grades 4K-12) who have purchased a meal will be permitted to receive a second serving of fruits, vegetables and/or salad bar at NO EXTRA COST.

If family accounts fall below -\$50.00, a la carte status will be inactivated until account balance is back in good standing.

FOOD SERVICE ACCOUNTS

The Board has established a policy to maintain control over meal accounts which are not kept at a positive balance. Prepayment is required in family meal accounts, which includes charges for breakfast, lunch and other a la carte items.

NOTIFICATIONS

Every effort will be made by the School District of Greenwood to keep parent(s)/guardian(s) informed regarding their family meal account. However, it is ultimately the responsibility of the parent(s)/guardian(s) to maintain a positive balance in their account so that the district can provide meals to their children. Regular and reduced-price families will be asked to make an initial deposit of at least \$25 to activate their family accounts. The maximum amount that a family account will be allowed to go in the negative is \$50.

- ◆ **Family Access:** Through this online program parents have the ability to track student activity/usage, and view their family balance.
- ◆ An automated courtesy phone call will be made on Wednesday and Sunday evenings to families with a balance of less than \$25.00.
- ◆ **When a family meal account becomes negative:** Notifications to parents/guardians will be made.
- ◆ **When a family meal account becomes -\$25.00:** A letter will be mailed to the parent(s)/guardian(s) letting them know that they need to deposit funds into their account so that their children can continue to participate in meal program(s). An automated phone call will be made on Wednesdays and Sundays to families with a balance that is -\$25.00.
- ◆ **When a family meal account becomes -\$50.00 -** A personal call will be made by a school representative to let parent(s) know that they will need to provide meals from home for their child(ren) until sufficient funds are deposited in their account to bring it back to a positive balance. A follow up certified letter will also be sent to remind parents/guardians that the school meal account is de-activated.

- ◆ When a lunch account is de-activated for a negative balance, the student will receive a lunch for three (3) consecutive days, if no payment or payment arrangements have been made, the Department of Social Services may be contacted.

A student may pay for a daily meal, even if their account is negative.

Students eligible for free meals will not be denied a meal because of a negative account balance, however they will not be allowed to charge a la carte items, including milk to have with a cold lunch.

UNCOLLECTED BALANCES

The school board authorizes administrators to collect food service charges that are 60 days delinquent through legal means including but not limited to small claims court or use of a collection agency. Costs for collection may be added to the family account.

At the end of the school year, a certified letter will be sent to families whose accounts are \$25 or more in arrears stating that the negative balance must be paid prior to the start of the next school year.

A student may not participate in the graduation ceremony if his/her meal account has a negative balance.

The business manager and district administrator shall review all outstanding obligations and approve for write-off any debt which they determine remains non-collectable at the end of each fiscal year.

REFUNDS

When a family no longer has children attending school, moves out of the district, or becomes eligible for free meals, the family may request reimbursement of any balance over \$1.00 in the family account. Funds for families with students continuing the following school year will remain in the family account for the next year.

HOW DOES SCHOOL LUNCH HELP FAMILIES?



Provides a balanced meal

It meets one-third of the nutrition needs of most children for the day.



Helps kids learn where foods come from

Farm to school programs are in 42 percent of schools which increase kids access to locally produced foods and learning activities such as farmers' visits and school gardening.



Saves time

If you spend 10 minutes a day packing lunch, that adds up to 30 hours (1,800 minutes) each school year.



Supports learning at school

Research shows that kids with healthier eating patterns have better academic performance.

“

“We grow fruits and vegetables in our school greenhouse, which are harvested and given to the cafeteria to serve on the salad bar. It's great because the landscaping class gets involved, the leadership classes get involved, and even all the marketing plan classes get involved.”

”

Nebraska student

HOW CAN FAMILIES HELP THEIR CHILDREN ENJOY SCHOOL LUNCH?

- Try new foods at home. Kids need many opportunities to taste a new food to “get used to it.”
- Eat lunch at school with your child. Learn more about what's offered and meet school nutrition staff.
- Talk with your child about what's on the menu. Make sure he or she knows about all the foods that are included in his or her school.
- Encourage your child or teen to join in taste-testing events or surveys about school lunch, when available.

Visit **Choosemyplate.gov/Families** for additional tips and activities for families.

The National School Lunch Program is a federally assisted meal program operating in public and nonprofit private schools and residential child care institutions. It provides nutritionally balanced, low-cost or free lunches to children each school day.

Learn more at: www.fns.usda.gov/nslp/national-school-lunch-program-nslp.

FNS-632

August 2016

USDA is an equal opportunity provider and employer.



2023-24 Alternate Household Income Form

Complete one form per household.

Your school participates in the Community Eligibility Provision, which means all students qualify for free meals. However, to determine eligibility to receive additional benefits beyond free meals for your child(ren) and school, please complete this alternate household income form. **Return this form to:** GREENWOOD HIGH SCHOOL, ATTN: LISA HINKER

Section 1: Student Information

Instructions: List all students in the household, through grade 12. If any child you are listing is a foster child; homeless, migrant, or runaway; or attends Head Start, please check the appropriate box.

Student's First Name	Student's Last Name	Grade	School Child Attends	Foster	Homeless, Migrant, or Runaway	Head Start
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**If more spaces are required for additional names, please attach on another sheet of paper.*

Section 2: Household Income

Instructions: Your household size is the total number of people, including all children and adults, related and un-related, that live in a single dwelling and share income and expenses. Please mark your household size and then select the applicable yearly total household income range under the number of people in the household. Make sure to include all of the following income sources: work, welfare, child support, alimony, pensions, retirement, Social Security, SSI, VA benefits, child income and/or all other income. The amount should be before any deductions for taxes, insurance, medical expenses, child support, etc.

Household Size	1		2		3		4		5		6		7		8			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Income Range	<input type="checkbox"/>	\$0 up to \$26,973.00	<input type="checkbox"/>	\$0 up to \$36,482.00	<input type="checkbox"/>	\$0 up to \$45,991.00	<input type="checkbox"/>	\$0 up to \$55,500.00	<input type="checkbox"/>	\$0 up to \$65,009.00	<input type="checkbox"/>	\$0 up to \$74,518.00	<input type="checkbox"/>	\$0 up to \$84,027.00	<input type="checkbox"/>	\$0 up to \$93,536.00		
	<input type="checkbox"/>	\$26,973.01 or more	<input type="checkbox"/>	\$36,482.01 or more	<input type="checkbox"/>	\$45,991.01 or more	<input type="checkbox"/>	\$55,500.01 or more	<input type="checkbox"/>	\$65,009.01 or more	<input type="checkbox"/>	\$74,518.01 or more	<input type="checkbox"/>	\$84,027.01 or more	<input type="checkbox"/>	\$93,536.01 or more		
If your household has 9 or more people, please enter your information here:															Household Size:		Yearly Household Income: \$	

Section 4: Contact Information and Adult Signature

"I certify (promise) that all information on this form is true, and that all income is reported."

Signature	Print Name	Apt#	
Street Address			
City	State	Zip Code	
Phone Number	Email Address		

AUGUST / SEPTEMBER 2023

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Milk Choices Include: 1% White Milk 1% Chocolate Milk All Grains are whole grain rich. This institution is an equal opportunity provider.</p>	<p>22 Frudel Stick, String Cheese or Yogurt, Juice ----- Opt. 1: Hamburger/Bun Opt. 2: Hot Dog/Bun Baked Beans, Peaches</p>	<p>23 Donut, String Cheese or Yogurt, Juice ----- Opt. 1: BBQ Rib Patty/Bun Opt. 2: Italian Sub Applesauce</p>	<p>24 Bagel, String Cheese or Yogurt, Juice ----- Opt. 1: Chicken Patty/Bun Green Beans, Pears</p>	<p>25 Breakfast Sandwich, String Cheese or Yogurt, Juice ----- Opt. 1: Pizza Fresh Fruit Fresh Vegetables</p>
<p>28 Muffin, String Cheese or Yogurt, Juice ----- Opt. 1: Chicken Nugget Opt. 2: Hot Ham & Cheese Peaches</p>	<p>29 Cereal, String Cheese or Yogurt, Juice ----- Opt. 1: Taco Soft/Hard Opt. 2: Wrap Corn, Mandarin Oranges</p>	<p>30 Donut, String Cheese or Yogurt, Juice ----- Opt. 1: Breakfast @ Lunch Applesauce</p>	<p>31 Pancake, String Cheese or Yogurt, Juice ----- Opt. 1: Chicken Teriyaki Opt. 2: Egg Roll Rice, Pineapple</p>	<p>September 1 No School for Staff/Students</p>
<p>4 No School for Staff/Students</p>	<p>5 Frudel Stick, String Cheese or Yogurt, Juice ----- Opt. 1: Pizza Fresh Fruit Fresh Vegetable</p>	<p>6 Donut, String Cheese or Yogurt, Juice ----- Opt. 1: Chicken Gravy Opt. 2: Hamburger Gravy Corn, Mandarin Oranges</p>	<p>7 Bagel, String Cheese or Yogurt, Juice ----- Opt. 1: Lasagna Roll Opt. 2: BBQ Pork/Bun Applesauce</p>	<p>8 Banana Bread, String Cheese or Yogurt, Juice ----- Opt. 1: Fish Sticks Opt. 2: Grilled Cheese Tomato Soup</p>
<p>11 Muffin, String Cheese or Yogurt, Juice ----- Opt. 1: Meatball Sub Opt. 2: Chicken Alfredo Green Beans, Pears</p>	<p>12 Cin./Coco Pastry, String Cheese or Yogurt, Juice ----- Opt. 1: Taco Soft/Hard Opt. 2: Wrap Side, Side</p>	<p>13 Donut, String Cheese or Yogurt, Juice ----- Opt. 1: Chicken Bowl Opt. 2: Pizza Burger/Bun Corn, Applesauce</p>	<p>14 Pancake, String Cheese or Yogurt, Juice ----- Opt. 1: Mini Corn Dog Opt. 2: Hamburger Hot Dish Mixed Veg, Mandarin Orange</p>	<p>15 Breakfast Sandwich, String Cheese or Yogurt, Juice ----- Opt. 1: Pizza Dipper Opt. 2: Calzones (H.S.) Mixed Fruit</p>
<p>18 Muffin, String Cheese or Yogurt, Juice ----- Opt. 1: Chicken Patty/Bun Green Beans, Pears</p>	<p>19 Cereal, String Cheese or Yogurt, Juice ----- Opt. 1: Salisbury Steak Opt. 2: Pork Chop Potato, Pineapple</p>	<p>20 Donut, String Cheese or Yogurt, Juice ----- Opt. 1: Spaghetti Breadstick Applesauce</p>	<p>21 Bagel, String Cheese or Yogurt, Juice ----- Opt. 1: Chicken Nugget Opt. 2: Pizza Burger/Bun Baked Beans, Peaches</p>	<p>22 Banana Bread, String Cheese or Yogurt, Juice ----- Opt. 1: Pizza Fresh Fruit Fresh Vegetables</p>
<p>25 Muffin, String Cheese or Yogurt, Juice ----- Opt. 1: Sub's Fresh Fruit Fresh Vegetables</p>	<p>26 Frudel Stick, String Cheese or Yogurt, Juice ----- Opt. 1: Nacho's Opt. 2: Wrap Corn, Pineapple</p>	<p>27 Donut, String Cheese or Yogurt, Juice ----- Opt. 1: Popcorn Chicken Opt. 2: Ravioli Peaches</p>	<p>28 Pancake, String Cheese or Yogurt, Juice ----- Opt. 1: Fish Sandwich Opt. 2: Grilled Cheese Tomato Soup</p>	<p>29 No School for Staff/Students</p>

2023-24 GREENWOOD FOOD SERVICE A LA CARTE PERMISSION FORM

Students in grades 7-12 whom have permission forms on file may receive additional full meals or a la carte items to be charged to their family food service accounts with parental permission. Please see the Food Service newsletter for additional information about this federally funded program.

Vegetables/salad bar being served as seconds are at no extra cost and will not be charged.

Along with the other a la carte items available for purchase, the Greenwood food service program provides a bag lunch available for those students that are participating in athletics and other after school activities. The cost of this meal is **\$5.00** and is charged to the student's food service account if account balances are in good standing. *[Meals include the following items: Ham or turkey sandwich or peanut butter & jelly sandwich, chips, piece of fruit, carrots, string cheese, milk or juice.]* If a student signs up for a meal and neglects to pick it up at the end of they day the student will still be charged for the meal and will receive it at lunch the next day, minus items that were perishable. If you give permission for your child to participate, please sign the form below and return it to the office. *The free and reduced lunch program does not apply to this program.*

NEGATIVE BALANCES: If family accounts become negative, students will not be permitted to purchase a la carte items and their permission will be in-activated until account balance is back in good standing.

A LA CARTE PRICES

BREAKFAST

Breakfast Entrée.....	\$ 1.60
String Cheese.....	\$.60
Yogurt.....	\$.80
Fruit.....	\$.50
Juice.....	\$.60
Milk.....	\$.50

LUNCH

Student Lunch Entrée.....	\$ 2.75
Salad.....	\$ 1.50
Chips.....	\$.75
Fruit.....	\$.50
Milk.....	\$.50
After School Bag Lunch.....	\$ 5.00

PARENTAL PERMISSION

Please sign below if you give permission for your child to purchase a la carte items and return this form to the high school office. **Students will not be allowed to make these charges until this form is returned.**

PERMISSION WILL REMAIN IN AFFECT UNLESS THE OFFICE IS NOTIFIED OF CHANGE REQUEST. PARENTS WILL THEN BE ASKED TO FILL OUT A NEW FORM INDICATING CHANGE.



My child has permission to purchase individual a la carte items. I understand that I am responsible for any food charges that my child incurs.



My child **DOES NOT** have permission to purchase a la carte items (including milk, etc.) on our family account.

PRINT CHILD'S NAME _____

PARENT SIGNATURE _____ DATE _____

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be

obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

MAIL: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or

FAX: (833) 256-1665 or (202) 690-7442; or

EMAIL: program.intake@usda.gov

This institution is an equal opportunity provider.



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