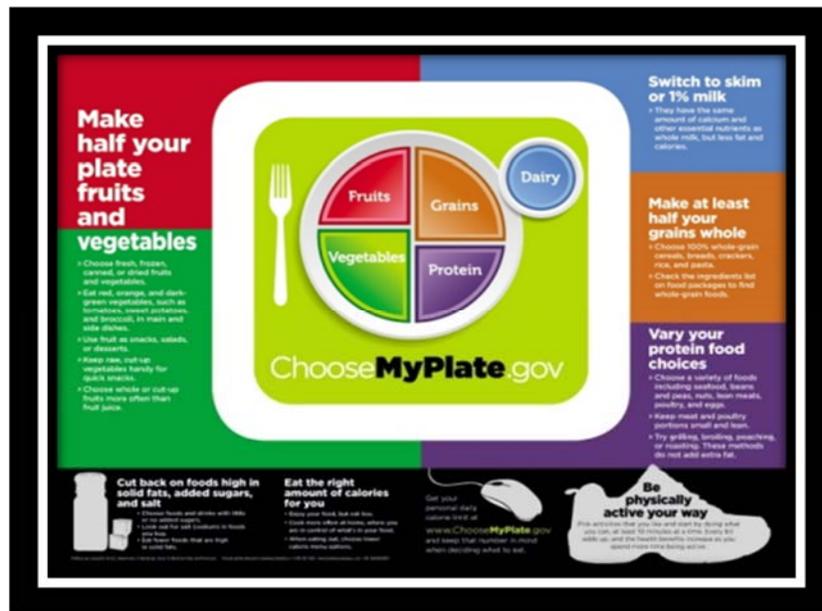


Food and Nutrition Services

"WE THINK FOOD BECAUSE THEY CAN'T THINK WITHOUT IT"



2018-2019 School Year Meal Prices

	Breakfast	Lunch
Full Price Student	\$1.75	\$2.35
Reduced Price Student	\$0.00	\$0.00
Adult	\$2.50	\$3.50
Increase in Holiday Meals		\$5.00

****Due to the rising cost of food, all holiday meals for visiting students and parents will now increase to \$5.00**

***** For the 2018-2019 School year the price of reduced breakfast and lunch will be waived.**

The Food and Nutrition Services Department for Fort Campbell Schools, through participation in the USDA National School Lunch and School Breakfast Programs, strives to provide a service to actively address and meet the nutritional needs of all of our students. The department maintains compliance with all USDA rules, regulations and goals in all aspects of its operation. School menus are planned to maintain compliance with USDA and to include a variety of new and favorite food products. Students with food allergies or disabilities affecting their diets are accommodated with sensitivity and caution.

Students will be offered a large variety of fresh fruits and vegetables, whole grains, and lower fat meat and dairy products in compliance with the Healthy Hunger Free kid's Act.

Meal accounts are created for each student upon enrollment and will be given a unique Personal Identification Number (PIN) for their meal account. Students are required to memorize their PIN, which will prevent the number from being compromised. Every school

offers breakfast and lunch to every student enrolled unless the parent “opts out” of the National School Breakfast and/or Lunch Program. The form to “opt out” is included in this packet on page 5 and on the Food Service website. These forms must be returned to Central Office located at 84 Texas Ave.

Parents are responsible for maintaining adequate funds in the meal accounts at all times to avoid negative balances. The Food Service Department does **not** accept checks as a form of payment. Cash or money orders are accepted daily in the cafeterias. The cashier or manager will write a receipt for all payments and credit the students account that day. If you choose to send payment to school with the student we request that it is in an envelope with the following information listed on the envelope.

- Student’s first and last name
- Student’s PIN
- Amount of payment

If the only time that’s convenient for you to make a payment is during meal serving times, we request the payment be made at the Food Services Department at Central Office. The office is located at 84 Texas Avenue Fort Campbell, KY 42223. The Central Office personnel will generate a receipt for the payment and it will be credited to the student’s account the same day or the next business day, depending on the time of the payment.

Payments using debit or credit cards can be made by creating an account at www.k12paymentcenter.com. You will need the students 10-digit ID number. To obtain the 10-digit ID number, please contact your child’s school cafeteria or the Food Services Department at the Central Office at (270) 640-1233. For more information about this payment option please visit www.k12paymentcenter.com.

A la carte items are available for purchase at all Fort Campbell Schools. These purchases can be made with cash or charged to the meal account, but only when the account has available funds. Parents who do not want their children to purchase a la carte items will need to provide the cafeteria manager/cashier a signed letter (“Denial of A La Carte Purchases,” which is page 6 of this packet).

Parents are strongly encouraged to complete an application for free or reduced priced meals. Income includes only Base Pay and BAS. Do not include BAH!

A new application must be completed each school year even if your child(ren) received free or reduced meals during the previous school year. Parents/Sponsors who do not have an updated application on file with Food Service will automatically convert to full price status within 30 days of the new school year.

Only one application per Household.

New Free and Reduced applications will be available after 1 July.

We will be using an online application for 2018-2019, click

www.LunchApplication.com for instructions and to apply.

If a paper copy of the free and reduced application is needed, one is available at Central Office per parent request.

For School Year 2018/2019 Fort Campbell Schools will offer students who qualify for Free OR Reduced priced meals a reimbursable breakfast and lunch at no cost. This is a temporary benefit for School Year 2018/2019. If you have questions you can call the Food Service Director at (270)-640-1211.

INCOME ELIGIBILITY GUIDELINES EFFECTIVE JULY 1,2018 TO JUNE 30,2019						
REDUCED PRICE MEALS-185%						
HOUSEHOLD SIZE	FEDERAL POVERTY GUIDELINES ANNUAL	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY 2 WEEKS	
1	12,140	22,459	1,872	936	864	
2	16,460	30,451	2,538	1,269	1,172	
3	20,780	38,443	3,204	1,602	1,479	
4	25,100	46,435	3,870	1,935	1,786	
5	29,420	54,427	4,536	2,268	2,094	
6	33,740	62,419	5,202	2,601	2,401	
7	38,060	70,411	5,868	2,934	2,709	
8	42,380	78,403	6,534	3,267	3,016	
For each add'l family member, add	4,320	7,992	666	333	308	

Notification of whether of your application was approved or denied will be mailed to address provided on the application. The names of children receiving free or reduced price meals are kept confidential.

Please abide by the following policies:

- *Competitive foods regulation-* Selling or serving any food or beverage items to students in competition with the school breakfast or lunch program is prohibited on school campus during the school day until 30 minutes after the last lunch serving period. This prohibition includes any fast food items brought by parents. Parents are invited to eat breakfast or lunch with their children at any time. Each school should have a designated area where parents and student can eat lunch together.
- *Meal charge policy-* Students are allowed to charge up to seven meals on their account. After seven charged meals, parents will be notified via letter, phone, or email. All a la carte sales will be discontinued until the account balance is brought up to a positive balance.

- *Delinquent meal account policy* – Reminder notices are sent via letter, phone, or email at least twice a month. In the event that you do not receive a notice, we strongly encourage you to check with the Cafeteria Manager/Cashier to prevent a negative balance. Failure to receive notification does not exempt the Sponsor’s responsibility to maintain a positive balance. Payments must be made to satisfy these accounts before the child/children reach a negative \$25.00. If the request for payment goes unheeded, a DD FORM 139 (Pay Adjustment Authorization) will automatically be processed through the Military Pay Center. A \$50.00 processing fee for each account is added to the amount owed.
- *Refunds*- Refunds can be requested and processed at the Central Office only. Forms can be printed from the Food Service Website, filled out and returned to Central Office (84 Texas Avenue Fort Campbell, KY). There will be no CASH refunds.

Any questions or concerns may be directed to the Food Services Department’s Central Office by calling (270) 640-1233.

USDA Nondiscrimination Statement

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, 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.

This institution is an equal opportunity provider.



**DoDEA AMERICAS – SOUTHEAST DISTRICT
OFFICE OF THE COMMUNITY SUPERINTENDENT
KENTUCKY SCHOOLS**

84 TEXAS AVENUE
FORT CAMPBELL, KENTUCKY 42223
(270) 640-1233

SUBJECT: Parent or Guardian Memo for the National School Breakfast and National School Lunch Program

I request the following selections be applied to my child or children's student meal account here at the Fort Campbell Community Schools. I understand that by signing this form my child or children will only be allowed to do what is authorized below, if meals are not declined:

Breakfast Charges:

Meals Only on Account _____ Meals

Only with Cash _____

Decline to Participate in Breakfast Program _____

Lunch Charges:

Meals Only on Account _____ Meals

Only with Cash _____

Decline to Participate in National School Lunch Program _____

I do know and understand the selections I have made in regards to my child or children's breakfast and lunch accounts. The choices that I have checked above will be enforced by the Fort Campbell School's Cafeteria per my request.

I understand that my child or children will be turned away at the Line of Service or Point of Sale with no meal if he or she has a message on account not to participate.

I understand that my child or children will be turned away at the Line of Service or Point of Sale with no meal if he or she has a message on account to only serve meals with cash and doesn't have cash available.

Child's Name and School:

1. _____

2. _____

3. _____

Parent Signature: _____

Date: _____

Phone Number: _____

Denial of a la carte Purchases School Year 2018/2019

A la carte items are available for purchase at all Fort Campbell Schools. These purchases can be made with cash or charged to the students meal account (only when the account has available funds).

Parents who do not want their children to purchase these items will need to provide the cafeteria manager/cashier a signed letter removing their child/children from those who are allowed to make a' la carte purchases.

The following student is **NOT** allowed to purchase a la carte items:

Student: _____

4-digit Serving #: _____

School: _____

Parent/Guardian: _____

Parent/Guardian Signature: _____

Date: _____