

2023-2024 NUTRITION SERVICES

Breakfast/Lunch Program Information and Meal Purchasing Procedures

Welcome to the Columbia Public Schools' (CPS) Nutrition Services meal service! This document is meant to assist our families with understanding how the school district serves meals. Nutrition Services has a computerized cashiering system at all schools. All scholars enrolled in CPS are automatically assigned access to a scholar debit account to purchase and to pay for lunch, breakfast, and/or a la carte items. Money may be deposited into a scholar's account so that it is available each time a scholar eats and allows the scholar to move through the lines quickly. Scholars may choose to pay cash daily to our cashiers, however, scholars bringing cash to school is discouraged due to potential loss. Columbia Public Schools will not be responsible for any deposits or lost funds not given directly to the Nutrition Services Department whether cash or check. As a convenience, parents/guardians may view scholar purchases and deposit money online. Parents are welcome to eat with their children in the cafeteria (adult price \$2.70 for breakfast and \$4.95 for lunch)

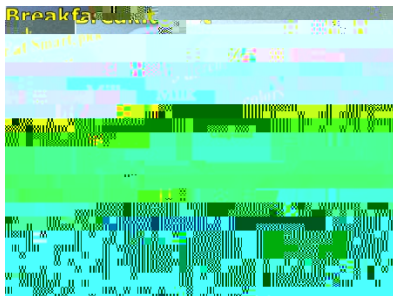
Parental/Guardian account access to child(ren) meal information

- x Parents/guardians may review and/or pay for scholar purchases online via the School Café Family Hub family.schoolcafe.com. School Café Family Hub is also available as an app on Google Play or Apple Store (choose the purple icon, not the green). Using this app also allows parents/guardians to receive notification about low balances.
 - o NOTE: family.schoolcafe.com will be disabled if a scholar is not actively enrolled in the current school year. Positive and negative balances in the account will remain.
 - o Parents/guardians that wish to be considered for free or reduced meal

meal. Kindergarten scholars are encouraged to practice using their individual student identification number to move through the lunch lines efficiently.

All meals with a complete number of components are federally subsidized and therefore monitored for minimum amounts on a scholar's tray by the cashier. The following is a list of components:

- x Scholars must select 3 components at each meal. During breakfast, 4 items are offered covering 3 components and during lunch 5 components are offered. Scholars may have all 4 for breakfast and all 5 for lunch. A mandatory component is a fruit or a vegetable. Without one, a scholar will not pass inspection for completeness and may be charged higher prices per item or sent back to obtain a missing component.

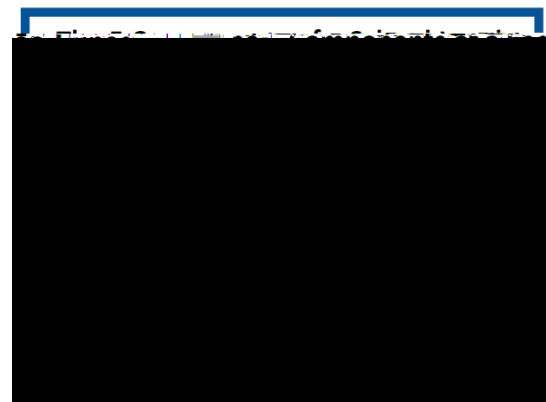
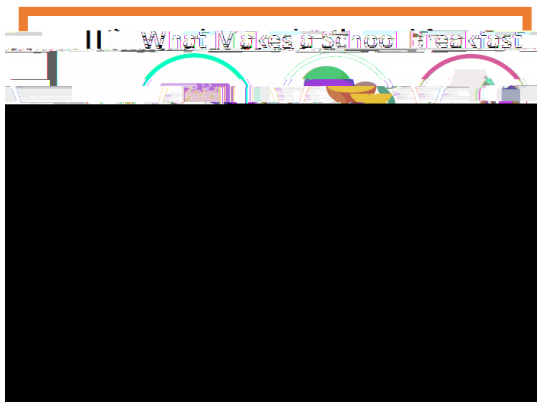


- Grains
- Meat/Protein
- Fruit
- Vegetable
- Milk



These posters are found in all cafeterias to assist scholars with selections.

We offer 4 items at breakfast and 5 components at lunch. Scholars may refuse one at breakfast and 2 at lunch and it is called Offer vs. Serve. See graphics below:



Free, Reduced Price and Full-Price Meals

Annually all households by regulation will receive a free and reduced-price application to the address or e-mail listed on file in our Student Information System (SIS). Applications for meal benefits must be submitted every year to maintain meal benefits from July 1 through June 30. Income guidelines change every July 1st. Eligibility begins as of the date parents place on the application or within 60 days of a federal claim if date is beyond 2 months. Applications are accepted all year long.

In school year 2023-2024, all scholars without prior approval of free meal benefits when selecting a meal without money in their account will have the full-price meal charge added to their account. Households are responsible for all scholar charges incurred prior to free meal benefit approval.

All communications sent home are sent using the scholar information on file with the District. Please keep all scholar contact information up to date to receive important information. Failure to receive these notices does not negate parental/guardian responsibility for negative meal balances.