



St. Mary Catholic Schools

Grades P3-12

August 2016

Welcome Back Students!

We at St. Mary Catholic Schools Food Service are excited to begin another great year with all of our wonderful students. As Food Service director, one of my roles is to ensure that the program runs smoothly so that everyone can enjoy the great meals we have to offer. I would love you to take few minutes to read this brief update about the food service program and our policies, as it will help everyone to be aware of these policies throughout the school year.

We use a scanning system to identify and record any purchase made through food service. If you have been a SMCS student, the scanning process will stay the same for you. If you are new to St. Mary Catholic Schools, we will set you up in our system one of the first days of school. Any payments for students lunch accounts can be dropped off in the school office, or mailed to SMCS Food Service at 900 Geiger St., Neenah, WI 54956.

Current negative balances must be paid in full before a student may participate in the regular lunch program. Payments can be made on or before orientation day. In order to keep the lunch program running efficiently, it is important that all students maintain a positive balance in their account. If a student reaches a negative \$15.00 balance in their account during the school year, they will no longer be allowed to take a regular lunch. We will send out account status letters via email to those students/families with negative balances in order to ensure you are aware. If you don't receive a balance notification, please call our office at 967-0107. Students are welcome to inquire about their account status as they pass through the line. Elementary lunches cost \$2.50; Middle and High School lunches cost \$2.70; cold lunch milk is .35; an additional entrée is \$1.50 for elementary, \$2.00 for middle or high school; and a visitor or adult meal is \$3.50.

In order to provide an opportunity for all students to receive a nutritious school lunch, we offer free and reduced lunches to any family experiencing financial hardships. Please do not hesitate to complete a free/reduced application, as you can be assured that all information is completely confidential and students will receive exactly the same service. Families previously receiving free or reduced benefits are reminded that they must complete a new application each school year. You may fill out an application anytime during the year. This not only helps your family, but many grants the schools receive are based on the number of approved free/reduced applications in our system.

I would like to encourage parents to sign up to volunteer to work the lunch hour at your child's school. We always love to see parents involved and appreciate the help.

Welcome back and let's have a great year!

Lynn Graves –Food Service Director
Anne Greif- Administrative Assistant