



**Food Service Policy Statement
Castleton Elementary School
2011 - 2012 School Year**

Student Accounts

The Food Service program uses the Meals Plus computer point of sale system to track student account transactions. Meals Plus allows users to make on-line payments, view purchase history, and receive low balance notification for a one time transaction fee of \$10.00. Please visit our website at www.abbeygroup.net for more information. Student accounts must maintain a positive balance. We recommend using the Meals Plus on-line payment feature to deposit funds or send a check directly to the cafeteria the first of the week. Please mark your students name and or account number clearly. Temporary debit cards for K-2 students with the student's school food service tracking number will be issued the first week of school. This number will be used to track the student's account transactions throughout the year. A detailed report may be requested at anytime. *Snack beverages, additional entrées or other a la carte purchases may be purchased on accounts in good standing.* To **prohibit or limit** a la carte purchases please call the cafeteria or visit our website for the email address at: www.abbeygroup.net.

Free and Reduced Priced School Meals Policy

Parents should review the income eligibility guidelines to see if the student qualifies for free or reduced meal benefits. Applications are available in the information packet sent home at the beginning of the school year or parents may contact the school office. Applications are also available online at http://education.vermont.gov/new/html/pgm_nutrition/school_nutrition.html *. Parents can apply or reapply for free and reduced meal benefits at anytime during the school year when there is a change in family income. Families that qualify for 3SquareVt benefits or an Earned Income tax credit are eligible for free and reduced school meal benefits. **Free and reduced priced school meals information is strictly confidential.**

2011 – 2012 Income Eligibility Guidelines (USDA Website)

Household Size	To Qualify For Free Lunches			To Qualify For Reduced Lunches		
	income must be at or below Yearly \$	Monthly \$	Weekly \$	income must be at or below Yearly \$	Monthly \$	Weekly \$
1	14,157	1,180	273	20,147	1,679	388
2	19,123	1,594	368	27,214	2,268	524
3	24,089	2,008	464	34,281	2,857	660
4	29,055	2,422	559	41,348	3,446	796
5	34,021	2,836	655	48,415	4,035	932
6	38,987	3,249	750	55,482	4,624	1,067
7	43,953	3,663	846	62,549	5,213	1,203
8	48,919	4,077	941	69,616	5,802	1,339
For each additional family member add:	+4,966	+414	+96	+7,067	+589	+136

Payment Plans and Pricing

We recommend using the Meals Plus online payment feature www.abbeygroup.net to deposit funds or send a check payable to the school lunch program directly to the cafeteria the first of the week. Please mark your student's name and or account number clearly.

Meal Prices

Breakfast Full Price	\$0.85	Lunch Full Price	\$1.75
Reduced	\$0.00	Reduced	\$0.40
Adult Breakfast	\$1.50	Adult Lunch	\$3.25

Payment Plan

	<u>Weekly</u>	<u>Monthly</u>	<u>Yearly</u>
Lunch Full Price	\$8.75	\$35.00	\$306.25
Lunch Reduced Price	\$2.00	\$ 8.00	\$ 70.00
Breakfast Full Price	\$4.25	\$17.00	\$148.75
Milk Only	\$2.50	\$10.00	\$87.50

*Payment plan is an estimated cost based on an average number of school days.

Emergency Lunch Policy

All accounts are subject to the Student/Adult Account Policy. However, students will be allowed two meals on an emergency basis [lost or forgotten money]. If an account is not brought into good standing, students will receive up to two emergency lunches consisting of a sandwich and milk. A \$.75 charge will be applied for each emergency lunch. Students will forfeit all meal privileges if an account remains in a negative balance. Zero account balance notification letters are sent home weekly. Please remit payment promptly to avoid an embarrassing situation. If you have any questions regarding your child's account please call your school food service.

Snack Beverage Policy

All students participating in school snack programs **must** pay for milk or juice regardless of income eligibility. Milk is included in the price of all school meals. Students with free or reduced meal benefits are reminded that milk is only included with a complete meal otherwise a la carte prices apply.

Choice & Variety

The Food Service program offers these lunch choices daily. Please visit our website for the daily main meal selection at your school: www.abbeygroup.net. Assorted fresh fruit and a choice of assorted milk (skim, 2%, or low fat chocolate) are included with every meal. To support a healthy school environment we offer homemade, healthy desserts two to three times a week.

1. **The Abbey Groups Main Menu Entree**
2. **Hoagieville Made to Order Deli Bar**
3. **Garden Fresh Salad Bar**
4. **Yogurt Parfait & Cheese Stick Meal [substitute your main entrée]**

Breakfast Program

The school breakfast program is open to everyone. Breakfast is one of the most important meals of the day. Studies have shown that eating breakfast can reduce stomach aches, improve alertness, and overall help students be better learners. Our school breakfast program offers daily choices such as: yogurt parfait meal, ham and cheese bagel, sausage & cheese muffin, egg and cheese sandwich, fruit filled muffins, hot or cold cereal, cinnamon buns, and other breakfast entrees available on a rotating basis. All breakfast meals include milk and fresh fruit.

Field Trips

The Food Service program loves to make bag lunches for any occasion. Please place your order through the classroom teacher 3 days prior to the trip. The price is the same price as for lunch. The bag lunch contains a healthy sandwich, fresh fruit/vegetables, granola bar, baked potato chips, milk or juice. There are classroom incentives available for large orders. Free and reduced lunch prices apply to bag lunches for those who qualify.

Promotions

The Food Service program provides promotional and entertaining events throughout the year such as holiday meals, barbecues, and more. We encourage parents and other family members to join their children and The Abbey Group for these fun filled occasions. All promotions are to encourage healthy eating. The promotions are advertised on the menu with the details posted in the cafeteria.

Nutrition

The Food Service program is actively involved with the Department of Education School Nutrition Programs, School Nutrition Association, New England Dairy Council, and many other organizations to bring healthy, attractive, delicious meals to your school. We incorporate low fat, low sodium cooking techniques and our bread products are supplemented with whole wheat flour to add fiber to our baked offerings. We also encourage healthy eating habits with our "Eat Smart Play Hard" nutrition class. Eat Smart Play Hard is a fun filled presentation designed to teach students how to make healthy choices by eating wisely and being physically active.

Dishing Up Local

The Abbey Group proudly supports Farm to School activities which connect K-12 schools with local farms. Farm to School objectives include: improving student nutrition, providing agricultural, health and education opportunities and supporting local and regional farmers. The Abbey Group directs its purchasing efforts to include locally grown produce & locally made products in our menu production. We feature a monthly menu devoted to local ingredients including those grown in school gardens. Please contact us if you would like to participate in a local farm to school initiative.

Closing Statement

If at any time you have any questions or comments, please contact your school and ask for the **Food Service Supervisor**. You may also contact Scott Choiniere, Vice President of Operations at 802-933-4747 or visit our website: www.abbeygroup.net. We value our customers and always appreciate your comments.



“A New England Company”

Student/Adult Account Policy

Philosophy: The goal of The Abbey Food Service Group is to provide delicious, nutritious, high quality meals to all students and staff of every school we represent. The meals are provided at very reasonable prices for those who pay the full price and are subsidized by the USDA for families qualifying free or reduced meal benefits. We enforce the following guidelines to ensure a sound fiscal program.

1. No balance in arrears shall be allowed beyond the limit of two [2] lunches.
2. Written notification, **Zero-Balance**, is sent home with the student when the account balance is less than zero.
3. Phone notification, **Minus-Balance**, is initiated to the parent or guardian, when there is a negative balance equal to or beyond two charged meals.
4. With no response, and within the guidelines of reasonable fiscal restraints, the school and parent or guardian is then notified that the student is to be refused services provided by The Abbey Group.

*We recommend using the Meals Plus online payment feature: www.abbeygroup.net