

The Neenah Joint School District participates in the National School Lunch Program in a partnership with Chartwells School Dining Service. Students may purchase lunch every day or as often as they like. We strive for the lunch program to be simple-to-use, appealing, and nutritious. Please consult this flyer for lunch and breakfast program guidelines, as there have been changes made since last school year.

## Our Goal

Menus are planned with a goal of providing a variety of nourishing items at an affordable price. Community food preferences are considered so that students will like the choices that are offered. Students are encouraged to try different foods and to use the cafeteria as a learning laboratory for making nutritious choices.

## Offer-versus-Serve

NJSD provides Offer-versus-Serve, which is a serving method that allows students to take foods that they will eat. The intent of Offer-versus-Serve is to allow students the right to refuse food items they do not like or do not plan on eating. Offer-versus-Serve helps increase student acceptability and decrease food waste.

## The Breakfast Menu

Breakfast-in-the-Classroom is offered at Hoover, Spring Road, Taft, and Wilson elementary schools. Traditional cafeteria breakfast service is offered at the Middle and High Schools. Students must select 3 or 4 food items to make a meal.

### **\*Breakfast Prices**

Elementary	\$0.00-1.20
Shattuck and Horace Mann	\$1.35
Neenah High School	\$1.35
NHS, Shattuck and Horace Mann	
Premium Breakfast	\$1.65
Adult Breakfast	\$1.40

## The Lunch Menu

A nutritious lunch is provided every school day in all schools. A reimbursable lunch consists of an entrée (protein), vegetable, fruit, bread, and milk. Students may select three, four, or five of the offered items to make a reimbursable meal.

Note: to make a meal, students must choose a fruit or vegetable.

*Elementary Schools* offer a choice of entree, vegetables, prepared and fresh fruits, grain items and milk is included. ***Extra milk is available to purchase for .40 cents.***

*Middle and High Schools* offer a variety of entrées, choice of hot sandwiches, deli subs, wraps, salads, vegetables, prepared and fresh fruits, milk, and a la carte items. Premium meals are offered at the middle and high schools.

### **\*Lunch Prices**

Elementary	\$2.50
Shattuck and Horace Mann	\$2.80
Neenah High School	\$2.80
Premium Meal	\$3.35
Adult Lunch	\$3.80

***A la carte option:*** the a la carte option at the middle and high schools consists of individual sales of various sandwiches, pizza, fresh fruits, vegetables, salads, juice, milk and healthy snacks and beverages.

Visit our website at [Neenah.nutrislice.com](http://Neenah.nutrislice.com) or download the Nutrislice App from your provider's app store to see our menus and nutritional and allergen information.

Information about our nutrition program including access to apply for free and reduced meals, job opportunities, and menus are located at <http://www.neenah.k12.wi.us/district/foodservice.cfm>

## To ensure your child has lunch and breakfast waiting...

### *\*Pre-pay for meals with cash or check*

The NJSD suggests that parents pay in advance for school meals and milk. You can send cash or check on a weekly, monthly, or semester basis for deposit in the **Infinite Campus Lunch Account**.

- Put cash or a check (**payable to the NJSD**) in an envelope. On the outside of the envelope, write the FULL names of your children and their Pin Numbers.
- Put the envelope in the locked drop box outside each school office.
- OR, mail your lunch money to:  
NJSD Dining Services  
410 S. Commercial St.  
Neenah, WI 54956
- To have money in your child's account on the first day of school, please make a deposit at registration or mail by August 29th.
- During the school year, money received in the morning will be recorded in time for the **next day's** lunch.
- **Students who qualify for free or reduced-price meals may get one reimbursable breakfast and one lunch each day. Additional milk or a la carte items are not included in the free & reduced program. Parents may put money in the Infinite Campus Account for this purpose.**

## Keeping track of your student account balance...

Start off the new school year on the right foot...Log in to your ***Infinite Campus Parent Portal Account!*** We are excited to offer this new, integrated service. This convenient online service allows you to prepay for your students meal accounts and monitor their nutritional choices

**If you do not have an active Parent Portal account –Contact [Campus@neenah.k12.wi.us](mailto:Campus@neenah.k12.wi.us) for information on how to activate your parent portal account today!**

This no-cost tool allows you to check account balances, receive low-balance email notifications, as well as to monitor what food choices your student purchases at school. Parents will also have the option to make a prepayment to their child's meal account using MasterCard or Visa at the website for a small transaction fee! This eliminates the worry about lost or forgotten lunch money forever.

### **Starting in August**

To set up **low balance notifications** log on to the Parent Portal and click on the Notification Setting Tab Or Contact the Dining Services Office at 920-751-6800 x10150

## Emergency Meal

The NJSD does not want children to be hungry at school. Yet, it is the parent/guardian's responsibility to pay for school meals or to send a bag lunch from home. To ensure that children will not be hungry at school NJSD observes a "No Charge" policy, when a student does not have a lunch or the means to purchase one, the NJSD will provide a courtesy meal consisting of a cheese sandwich, a serving of fruit, a serving of vegetables and half pint of milk. Note: the student's account will be charged \$2.50 for this meal. Concerns? Contact the Dining Service Office @ 920-751-6800 x10150.

## Adults and Visitors Pay a Bit More

Because federal reimbursements and commodities are not received for lunches sold to school staff or visitors, adults pay more for the food than students. However, the cost is significantly less than what people pay at a restaurant for the same type or amount of food.

## Join your Child for Lunch

We welcome you to join your child for lunch any day. Please call the school office by 8 a.m. to let us know. Use your child's lunch account when paying for your lunch. The price of an adult lunch is \$3.80.

## National School Lunch Program

The NJSD participates in the National School Lunch (NSL) and School Breakfast Programs. The United States Department of Agriculture administers these programs and has established guidelines that must be followed by the District. NSLP guidelines specify

G o t  
M i l k ?



All Reimbursable meals include one carton of milk. **Extra milk or cold lunch milk**

the type of meal to be served and the quantities of each food that must be offered. The school lunch provides 1/3 of the Recommended Daily Dietary Allowances for key nutrients as well as sufficient calories to provide for the energy needs of growing children. An emphasis is placed on providing calories from whole grain breads, vegetables, and fresh fruits. Low fat milk is offered. Recipes have been revised to lower the amount of fat, sugar and salt. The nutritive value of products is evaluated so healthy choices are available to students.

## Employment Opportunities

We are actively seeking individuals for Food Service positions.

Job applicants should apply at [www.compassgroupcareers.com](http://www.compassgroupcareers.com)

Search for Neenah Chartwells. Questions, call 920-751-6800 x10150

**\*\*Join us for one of our live job fairs\*\***

Monday August 8<sup>th</sup> from 10-12 p.m. or Tuesday August 16<sup>th</sup> from 2-4 p.m.

Administration Building Auditorium, 410 South Commercial Street in Neenah

Come and fill out an application and get interview immediately.

## Non-Discrimination 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.

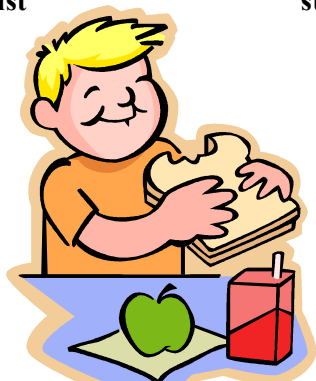
# If you qualify for free meals, we will respect your privacy!

Free and reduced-price breakfast and lunches are available if your family qualifies based on family size and income as established by federal guidelines. Students who qualify for reduced status may receive breakfast at no charge and reduced-priced lunch (all grade levels) is 40¢.

**Milk to drink with a lunch from home is not included in the free & reduced program.**

Until you are approved for the free or reduced program, you must purchase a breakfast or lunch.

- **An application must be filled out every year, UNLESS** you have already been notified by mail that your children qualify for free meals through the direct certification process. **If so, do not fill out a paper application!** You may apply at any time during the school year—simply contact the food service office for an application or print one online from the NJSD website.
- To qualify for free or reduced-priced meals by the first day of school on September 1, applications should be returned by August 1st to allow time for processing.
- Application forms for free and reduced-priced meals will be available **online starting in July 2016** thru Infinite Campus Parent Portal. Applications will also be available at registration, open houses, and on the first day of school. Forms are also available at the NJSD Administration building any time during the school year.
- Continuing students who received free or reduced-priced meals at the end of the 2015-16 school year will continue to receive meals until October 14, 2016.
- **To re-qualify for the remainder of 2016-17, families must submit a**



## new application.

- For questions or information about free and reduced-price meals, please call 920-751-6800 x10150.

## Tips for completing the free and reduced-price application

If you are currently receiving Foodshare, TANF (Temporary Assistance for Needy Families), W-2 Cash Benefits, or FDPIR (Food Distribution Program on Indian Reservations), the only information required is your child's name, the Foodshare, TANF, or FDPIR case number, and your signature. You may have already been notified by mail that your children qualify for free meals through the direct certification process. If so, no application is necessary.

If you are not receiving any of the above benefits, your application must include the names of all household members and the current amount of income received by each member. Additionally, you must sign the application and include the last four digits of your social security number.

Once the application is returned to the school, you can expect to be contacted within about 5 days. If you are not contacted within 10 days, call Jill Cascarano 920-751-6800 x10150 to ask about the status of your application.

### Important Numbers...

**Jill Cascarano**  
Chartwells Dining Service Director  
.....920-751-6800 x10150

**Heather Vanderhoof**  
Chartwells Assistant Dining Services Director  
.....920-967-1965 x10151

**Joel Jicha**  
Chartwells Free and Reduced Specialist  
.....920-967-1956 x10152