



EAST TROY

COMMUNITY SCHOOL DISTRICT

Important Notice

Meal Charging Policy

Students will be offered an alternative meal* if your family account has a negative balance of **\$20.00*** or more. This alternative meal will be charged to your family account at the price listed below. Student(s) will not begin receiving regular meals again until your family account has a positive balance.

Breakfast Alternative Meal - \$1.25

Graham Crackers, Juice & Milk

Lunch Alternative Meal - \$2.00

Cheese Sandwich, Fruit, Vegetable & Milk

Timely payments should be made in order to prevent this from happening. Payments can be made by cash/check or online via Family Access. Please make checks payable to East Troy Community School District and include your child's name and grade in the memo section of the check.

**Should negative balances continue to increase upon alternative meal use, alternative meals may be discontinued.*

Courtesy and negative balance notifications will be sent to all families-

- Low balance phone calls will be made to families with \$5.00 or less in their account
- Negative balance phone calls are made nightly to families with a negative balance
 - *Note: Ala carte items may not be charged if a balance is due*

Please make sure we have your correct contact information in order to receive proper notifications. Demographic changes can be requested via Family Access.

Free and Reduced price meal applications are available to all families. Apply online via Family Access or forms can be picked up from any school office or can be found on the district website at www.eastroy.k12.wi.us / District / About Us / Forms.

Contact Ruth Bentley, Director of Food Service, for further assistance: 262-642-6760 x5302 | benrut@eastroy.k12.wi.us.

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.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](http://www.ascr.usda.gov/complaint_filing_cust.html), (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.