

Parents/Guardians are encouraged to review Food Service and Nutrition Services (FNS) information on the district website www.isd191.org/foodservice. Students have use of a meal account for food, beverage, and meal purchases. A personal identification number (PIN) is assigned to each student, on or by their first day of school, and remains the same from year to year. Contact the school Food Service Manager if you have questions or comments regarding student meals. Phone numbers are listed at www.isd191.org/foodservice. The district FNS department may be reached at 952-707-2051.

Menus and Meal Times

We participate in United States Department of Agriculture programs to provide nutritious and affordable breakfast and lunch meals. Menus are posted at isd191.nutrislice.com and on the district website www.isd191.org/foodservice. If students bring food or beverages from home, we encourage them to be nutritious. Schools may offer a variety of entrée choices at each meal. All meals are priced the same, regardless of entrée chosen. Meal times vary and schedules are available from schools.

Offer vs. Serve

Offer vs. Serve (OVS) federal regulations help minimize food waste. This requires students be offered (rather than served) required food components and gives students a choice to take all or a minimum number of items. Students must take a minimum of a 1/2 cup of fruit or vegetable or 1/4 cup of each with lunch; and a minimum of a 1/2 cup of fruit or 4 oz. juice with breakfast. Students are encouraged to take all food items offered as it provides a balanced meal for the best value. Offer vs. Serve may not be utilized when there is a risk of highly communicable diseases spread from person to person.

Food Allergies and Special Dietary Needs

Menus list common allergens: eggs, milk, tree nuts, peanuts, soy, fish, shellfish, and wheat. Dietary restrictions due to allergies or intolerances may be honored with the proper documentation from an authorized medical authority. A suitable alternative will be provided, when possible. For lactose intolerant students, a lactose reduced milk will be provided at no extra charge on the written request of the physician or parent. Special dietary needs forms are available at ww.isd191/foodservice or from a school nurse. Contact a school nurse or the Assistant Director of FNS if you have questions.

Application for Educational Benefits

Students may qualify for educational benefits, including free or reduced price meals. All families are encouraged to submit an Application for Educational Benefits, found at www.isd191.org/edbenefits. Printed applications are available online at www.isd191.org, each school, and the district office. Applications must be completed each school year, and are to be submitted to the district for review and approval. Allow up to 10 days for processing applications and a response sent to the parent/guardian. Benefits from the previous school year will be carried over for the first 30 school days of the current year. Families receiving MN Family Investment Program (MFIP), Supplemental Nutrition Assistance Program (SNAP) or Food Distribution Program on Indian Reservations (FDPIR), and foster children may be directly certified for free meals by the State of MN. Benefit eligibility letters will be sent through email or U.S. mail. Any family that has not reapplied within the first 30 school days will have their students' eligibility status changed to full price meals. Applications may be completed at any time during the year. Until an application is approved and written notice has been received, parents or guardians are responsible for providing meals from home or money for school meals.

Meal Prices

All food, beverage, and meal purchases are to be prepaid before service begins. Meal accounts should have funds to cover purchases. Meal prices are subject to change, per school board approval and state and federal regulations. Based on state legislation, students who qualify for reduced price meals will receive free breakfast and lunch; and all kindergarten students qualify for a free breakfast.

2020-21 Meal Prices	Single Day			Monthly (approx. 20 days)			Yearly (approx. 170 days)		
	Brkfst	Lunch	Both	Brkfst	Lunch	Both	Brkfst	Lunch	Both
Kindergarten Student	Free	\$2.80	\$2.80	Free	\$56.00	\$56.00	Free	\$476.00	\$476.00
Elementary Student	\$1.60	\$2.80	\$4.40	\$32.00	\$56.00	\$88.00	\$272.00	\$476.00	\$748.00
Secondary Student	\$1.60	\$2.90	\$4.50	\$32.00	\$58.00	\$90.00	\$272.00	\$493.00	\$765.00
Staff/Adult/Visitor and Student 2nd Meal	\$2.20	\$4.10	\$6.30	\$44.00	\$82.00	\$126.00	\$374.00	\$697.00	\$1071.00

Employee, Adult, Visitor, and Student Second Meals

Subject to school policy, parents, guardians and other family members and friends may eat with students during their meal time. Visitors are required to sign in at the school main office. Employee, adult, visitor and second meals to students are priced higher because there is no federal or state funding. Exact change for purchases is required and appreciated.

A La Carte Purchases

A la carte foods and beverages are available for purchase. Prices and selection of items vary. Meal accounts must contain the amount needed to cover the cost of purchases. Parents must communicate to the school Food Service Manager if they wish to place a dollar amount limit on a student meal account for a la carte purchases. We encourage parents to discuss with students, what is allowed or not allowed to purchase. Limits on accounts are discouraged as they cause delays during serving times.

Payments, Account Balances, and Refunds

Parents/Guardians are responsible to monitor student meal account balances and to deposit money for purchases. PayPAMS is an online site where parents/guardians can make payments with a credit/debit card or checking account, view meal account balances, monitor purchases, and set up alerts when the balance reaches a specific amount. To set up a PayPAMS account, go to paypams.com. Payments may take 24-72 hours for funds to be routed to the student account. There is no transaction fee for parents/guardians to use this service.

Depositing money into meal accounts is accomplished online or by sending a check or cash to the student's school. Checks should be written out to ISD 191 Food Service. Cash is accepted in a sealed envelope. Write the student's first and last name and PIN on the check memo line or on the envelope. All schools have payment collection boxes. Middle schools and the Burnsville High School have kiosks for cash deposits (no coins). Kiosks do not provide change to students and require input of the student PIN and birthdate. Cash or coins are not accepted on serving lines at middle or high schools.

Balances remaining on meal accounts at the end of the school year will automatically be carried forward when school reopens. Meal purchases should be monitored, as refunds will not be issued on balances less than \$10.00, unless the family is moving out of the district. Money may be transferred to siblings or other students. Refund, transfer, and donation request forms are available online and must be received by the district FNS department no more than 5 days after the last day of school. A check will be mailed for the amount remaining on the meal account. No cash refunds will be made.

Negative Meal Account Balances and Unpaid Meal Charges

A breakfast and/or lunch meal will be provided to students, regardless of their account balance. No student in the serving line will be denied a meal. Accounts with a negative balance are reviewed on a quarterly basis or more frequently as necessary and action will be taken based on the specific circumstances related to the account. Actions may include phone calls, text or email messages, letters, and involvement of a third party collection agency.