



## Information about the Pleasanton Unified School District Child Nutrition Services

Brandy Campbell, Director of Food Services

925.426.4417

### Breakfast Program:

#### **Elementary Schools:**

- Free/Reduced Meals: **Reduced price \$.30** Full Pay Meals: **\$2.00**
- Breakfast includes choice of entrée, fruit, 100% fruit juice & 1% low fat milk or fat free flavored milk
- Any additional milk may be purchased for **\$.50** or soy milk for **\$1.00**

#### **Middle and High Schools:**

- Free/Reduced Meals: **Reduced price \$.30** Full Pay Meals: **\$2.50**
- Breakfast includes choice of entrée, fruit, 100% fruit juice & 1% low fat milk or fat free flavored milk
- Any additional milk may be purchased for **\$.50** or soy milk for **\$1.25**
- A selection of Ala Carte Items is available for purchase.

### Lunch Program:

#### **Elementary Schools:**

- Free/Reduced Meals: **Reduced price \$.40** Full Pay Meals: **\$3.75** 2<sup>nd</sup> Entree **\$2.00**
- Lunch includes choice of entrée, fruit, salad bar & 1% low fat milk or fat free flavored milk
- An additional milk may be purchased for **\$.50**, soy milk for **\$1.00**, or bottled water for **\$.50**

#### **Middle Schools:**

- Free/Reduced Meals: **Reduced price \$.40** Full Pay Meals: **\$4.50**
- Lunch includes choice of entrée, fruit, vegetable & 1% low fat milk or fat free flavored milk
- An additional milk may be purchased for **\$.50** or soy milk for **\$1.00**
- A selection of a la Carte Items is available for purchase.

#### **High Schools:**

- Free/Reduced Meals: **Reduced price \$.40** Full Pay Meals: **\$4.50** Café Meals: **\$5.50**
- Lunch includes choice of entrée, fruit, vegetable & 1% low fat milk or fat free flavored milk
- An additional milk may be purchased for **\$.50** or soy milk for **\$1.00**
- A selection of a la Carte Items is available for purchase.

### Student ID cards for meals:

- It is recommended that students present their student ID cards in order to access their lunch accounts. Card scanners will be available at all points of sale. K-5 students can access their cards within the lunch line area. Secondary school students should carry their ID cards with them while at school.

### Returned Checks Policy:

- There will be a \$20.00 NSF charge for the returned check.
- After one NSF Check has been received payment will only be accepted in cash, money order or Online payment.

### Applications for free and reduced meals:

- **A new application must be completed and processed every school year.**
- The prior year's eligibility is good for the first 30 days of school.
- **Parents are responsible for any charges prior to approve eligibility.**
- Apply online at [www.heartlandapps.com](http://www.heartlandapps.com) (recommended) or turn in a paper application to CNS office at 1155 Santa Rita Rd., Pleasanton CA 94566 Attn: Teresa Burke

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**Prepayment of Meals/Viewing Child's meal account:**

- Meals may be paid in cash, Check (Made out to CNS) or credit card.
- To open an online account to view students balance or pay by credit/debit card:
  - Log onto [www.myschoolbucks.com](http://www.myschoolbucks.com)
  - Follow the online directions for opening an account.
  - You can make payments, view your child's account and set up low balance email notifications anytime.
  - MySchoolBucks charges a \$2.49 convenience fee for online payments and account maintenance.
  - If you need assistance or your child's ID number please call 925.426.4417

**Please Note: Parents are responsible for all charged meals unless the Food Service department has been notified with a request that their student not be allowed to charge to their accounts.**

**Negative Account Balances:**

**K-12 - Parents have the ability to set low balance warnings for their online payment accounts.**

- K-5 – Students will be allowed to purchase a meal if their account has a negative balance. When a negative balance of \$20.00 is reached, they will be given a sandwich, fruit, and milk at no charge until balance is made positive. Students will be made aware of negative balances over \$20.00 via discrete verbal reminders and letters for Wednesday envelopes (placed in teacher mail box on Tuesday by cafe manager). Email notifications of negative meal account balances will also be sent to parents weekly.
- 6-8 – Students will be allowed to purchase a meal if their account has a negative balance. When a negative balance of \$15.00 is reached, they will be given a sandwich, fruit, and milk at no charge until balance is made positive. Students will be made aware of negative balances over \$15.00 via discrete verbal reminders. Students with a negative balance will not be allowed to charge snack or beverage items. Students exceeding the negative balance threshold during a transaction will be allowed to complete the entire transaction and not asked to return the meal. Students may resume food purchases as soon as online account is positive (up to 48 hours after online deposit) or with cash. Email notifications of negative meal account balances will also be sent to parents weekly.
- 9-12 – Students will be allowed to purchase a meal if their account has a negative balance. When a negative balance of \$10.00 is reached, they will be given a sandwich, fruit, and milk at no charge until balance is made positive. Students will be made aware of negative balances over \$10.00 via discrete verbal reminders. Students with a negative balance will not be allowed to charge snack or beverage items. Students exceeding the negative balance threshold during a transaction will be allowed to complete the entire transaction and not asked to return the meal. Students may resume food purchases as soon as online account is positive (up to 48 hours after online deposit) or with cash. Email notifications of negative meal account balances will also be sent to parents weekly.
- Students eligible for free or reduced meals that have a negative balance on their account must have cash in order to purchase a second entrée, snacks, and/or beverages.

**If you would like to be placed on our email list for account notifications, please provide a valid email address to [tburke@pleasantonusd.net](mailto:tburke@pleasantonusd.net).**

If your child owes money at the start of the school year, this was a debt from the prior year. Please pay this bill promptly. You may also designate that your child cannot charge and we will record that request on the account.

Remember that you may have applied for free or reduced meals and have a pending application but **you must pay for all school meals until you receive an approval letter.** Please assist us in making the meal experience pleasant every day by ensuring your child has adequate funds available. Please feel free to contact us with any questions you have. **(925.426.4417)**

**All meals meet or exceed USDA guidelines for the National School Lunch Program and School Breakfast Program**