

Food and Nutrition Services

The purpose of Prince George Food and Nutrition Department is to promote and improve children's physical, psychological, and scholastic well-being through healthy school meals serviced in a positive, cheerful manner and through sound nutrition education.

All schools in Prince George County participate in the National School Breakfast/Lunch Program.

Your child(ren) may be eligible for free meals or meals at a reduced price if your household income is within the limits on the Federal Income Eligibility Guidelines.

To locate menus go to the county web site <http://pgs.k12.va.us> and click on the "Parent" icon and select "Cafeterias" on the drop down. Once the tab is open you can view menus, meal applications, policies and nutritional information. We also offer a mobile app that can be downloaded from the cafeteria webpage. Breakfast and lunch will be served each day. Breakfast will *not be served* if school opens **two hours late**, however, it will be **served** if school opens **less than two hours late**.

Good Nutrition and learning go hand in hand!

The Nutrition Services department is made up of a team of food and nutrition professionals that are dedicated to student's health, well-being and their ability to learn. We support learning by promoting healthy habits for lifelong nutrition fitness practices.

Student prices for the 2017-2018 school year are:

Breakfast Full Price - \$1.35 - Reduced - 0.30

Lunch Full Price - \$2.65 - Reduced - 0.40

Parents/Guest - \$3.25

Meals, foods, and beverages sold or served at schools meet state and federal requirements which are based on USDA Dietary Guidelines. We provide students with access to a variety of affordable and appealing foods that meet the health and nutrition needs of students.

Prince George County Schools Food and Nutrition serves convenient, economical, and healthy school meals, because we believe that education should always be at the top of the menu. We look forward to serving your children breakfast and lunch.

Please complete an application for free and reduced meals each year. If you do not receive one at the beginning of the year, please contact the Food & Nutrition Office at 733-2710. Free and reduced meal applications are available on our school web site and one will be sent home with your child/ren at the beginning of the year. You may reapply for free and reduced price meals any time during the school year. If you are not eligible now but have a change, such as a decrease in household income, an increase in household size, become unemployed or get SNAP or TANF for your child(ren), fill out an application at that time.

Students in grades 8-12 are not allowed to charge. We will offer a reimbursable alternate meal two times to students. Children in K-7, will only be allowed to charge an amount equal to two breakfast and two lunches and then an alternate breakfast and lunch will be provided and the charges are to be paid by the parent/guardian. An alternate breakfast and lunch can only be allowed two times. An alternate breakfast "granola or toast", fruit, and milk. An alternate lunch will consist of a cheese sandwich, vegetable or fruit, and milk. Parents will be notified by the School Phone Messenger when a student has a low balance at school on Tuesdays and Thursdays. If a student has a negative balance a school phone messenger will go out on Mondays, Wednesdays, and Fridays. If a student wants to purchase "snack" items, and has a negative balance the money will be applied to what is owed and no "snack" item will be given until the balance is satisfied. Beginning the second week in May we will no longer allow any charges for K-7.

All refund requests over \$5.00 will need to be refunded through our accounts payable department. Refund request need to be submitted in writing, e-mail, or refund form. A refund form is located on the school district's website under cafeteria. Parents that have students graduating may request a refund or a transfer of funds to another child's account in our district.

Prince George County School Food & Nutrition Department has enrolled in an internet-based service called mySchoolBucks. This service is a website where you can pay for your child(ren's) meals using your Visa, MasterCard, Discover, or American Express credit card for a small fee. MySchoolBucks enables parents to keep track of their child(ren's) account balance. Participation is voluntary. You do not have to place money on your child(ren's) account in order to check balances. You will need to know your child(ren's) student ID number, this is obtained through the school office or contact the Food & Nutrition

Department. Encourage your student to avoid sharing his/her ID number with others. All students will be required to enter their ID number regardless of meal status or payment method, thus insuring your child's(ren) privacy. To get started, parents have to first enroll at mySchoolBucks.com. Please contact our Food & Nutrition Department at 804-733-2710 if you have any questions.

Enrollment is easy!

1. Go to www.mySchoolBucks.com and register for a free account. A confirmation email will be sent to the email address you provide; click on the link included in the email to activate your account.
2. Activate your account and begin adding your students. You will need their school name and student ID.
3. Add funds to your students' accounts with your Visa, MasterCard, or Discover Card.

Please note that as you make payments, your school's cafeteria will download them to your student's cafeteria account at set times throughout the day. As of this writing, our district downloads payments at approximately:

5:15 AM, 10:00 AM and 2:45 PM, Monday-Thursday
5:15 AM and 10:00 AM Friday
2:45PM Sunday

Once the school downloads your payment, the funds are available for your student to use. There is typically, however, a lag between the time that the payment is applied to your student's account and the information is uploaded to and reflected in the Current Balance link online. Money deposited into lunch accounts can take up to 12 hours to post.

If you have any questions, you can email support@myschoolbucks.com or call 1-855-832-5226.

CAFETERIA RETURNED CHECK INFORMATION

Envision Payment Solutions™ was selected by Prince George County Schools/Nutrition as its check service provider. Please be aware that if your check is returned, it may be re-presented electronically. Also, in presenting a check for payment, you authorize service charges and processing fees to be debited from the same account should the check be dishonored. These fees, as permitted by state law, may be debited as a paper draft or an electronic funds transfer, at our option. Each dishonored item is subject to the applicable state returned check fees.

Specifically, per *Virginia Code Annotated § 8.01-27.1*, the service fee for returned checks is as follows: *\$50, plus legal interest from the date of the check and the bad check return fee charged to the holder by its bank.* (Note that the fee structure will change according to any amendments made to VA law during a school year.)

If you wish to inquire about a returned check written to Prince George County Schools/Nutrition, please contact Envision Payment Solutions™ directly at Phone # 877-290-5460 or 770-709-3013. Fax # 770-709-3007 or P.O. Box 157, Suwanee, GA 30024-0157.

Please our schools web site or our district web site @ <http://pgs.k12.va.us> for further information.

**It is a privilege to serve your
child!**