School Meals/Lunch Application Information

Santa Rosa City Schools is proud to participate in the National School Lunch and Breakfast Programs providing nutritious meals to our students. As these are federally subsidized programs, your child may be eligible to receive free or reduced-price meals. This process is confidential and will not be shared with others.

Due to the new State funding formula, SRCS is requiring all families to complete this application. Not completing an application will negatively impact SRCS funding. If this form doesn't apply to your family please write NA on the form, sign and return.

In addition, if you receive food stamps, California Work Opportunity and Responsibility to Kids (CalWorks), benefits from the Food Distribution Program on Indian Reservations (FDPIR), or are in a federally defined low income bracket your child may receive free meals at school. We encourage you to apply by filling out a brief application. It is in your child's and the District's best interest to complete the application whether or not you believe you are eligible or not, and whether or not you plan to participate in the School Lunch and Breakfast program.

Application packets are available at your child's school office, cafeteria, or the central Child Nutrition Services office located at 211 Ridgway Ave Santa Rosa, CA 95401. Please Note: If you are filling out a paper application, it must be complete on an original form in order to process your application. Faxes and copies are not accepted.

Applications for this program are also available **online**. To complete the application online please visit our website at www.srcs.k12.ca.us   Click the District tab on the left hand column, then click on the Child Nutrition Services tab.

Once you have applied for the lunch program a letter will be send to your home within ten working days stating the results. The following is a list of payment options.

Meal Payment Options

- **Cash**: If you send cash with your child, please place it in a sealed envelope and write your child's complete name, grade and classroom number on the envelope. Cash is deposited into your child's account the same day it is received.
- **Personal Check:** If you send a check with your child, please place it in a sealed envelope and write your child's complete name, grade and classroom number on the envelope. Checks are deposited into your child's account the same day it is received.

Check Cashing Policy

- Make the check payable to SRCS Child Nutrition.
- Use a check that is pre-printed with your mailing address.
- Write your home and work phone numbers on the top left-hand corner of the check.
- Write student's full name and classroom in the corner or memo area of the check.

Online Payments

Online payments are a simple, safe and secure way to make payments to your students account 24 hours a day at your convenience. Prepaid meal accounts help the lunch lines go faster and gives students more time to eat, relax, and play. It also gives you the peace of mind of not having to worry about looking for lunch money every day or worry that it might get lost, stolen or used for other things other than lunch.

Online

- Santa Rosa City Schools uses a service called myschoolbucks.com available 24 hours a day, 7 days a week. This service allows you to make payments to your child's cafeteria account using a Visa, MasterCard, Debit, or Discover card. This service has additional features that allow you to receive e-mail reminders when your child's account is getting low or to set up automated payments. Deposits made on myschoolbucks can take up to three (3) school days to process.

To register for myschoolbucks.com

- Go to www.myschoolbucks.com and click on the "Sign up today" to open an account.
- Create a username, a password and enter your contact information.
- Add children to your account.
- Make payment or set up automatic payments based on low balance.
- Please note: there is a $1.95 service fee per transaction.

The parent or guardian needs to know the student's Santa Rosa City Schools ID number to open a new account. For further questions call MySchoolBucks Support @ 1-855-832-5226.

There are a few more details in regards to Pre-payment options on the Santa Rosa City Schools website at www.srcs.k12.ca.us. On the webpage go to Departments and in the left margin, select Child Nutrition Services. Once on the CNS webpage select Pre-Payment Options and go then go to the Online Payments/MySchoolBucks Instructions for more information.

If a student has been in another school district the parent will need to request the balance remaining on that account from the prior school district. Funds cannot be transferred from another school district to Santa Rosa City Schools via www.myschoolbucks.com   Once this is done the parent may deactivate the former account and open a new one for Santa Rosa City Schools.

Please call the Child Nutrition Services office at 528-5359 for any further assistance.