



Dear Families and Students,

Below you will find helpful information about our lunch program.

A hot lunch costs \$3.35 for students and \$3.90 for adults. The lunch price covers the purchase of 1 carton of milk. Your child may purchase a 2<sup>nd</sup> milk for \$.50. If your child brings a cold lunch and wants to purchase a milk for \$.50, they may do so. If a “special” lunch is catered in (ex: Papa Johns pizza), there will be an extra \$1 per meal charged.

Money for lunches must be added into your account before the purchase of a lunch/milk. Please note that you have a family account balance, not individual ones. You will be able to view each child individually as far as purchases, but the account balance will be the same for the family. You can access the online payment system from the Metcalf homepage through the parent link or via this link:

[https://secure.touchnet.com/C20868\\_ustores/web/store\\_main.jsp?STOREID=14&SINGLESTORE=true](https://secure.touchnet.com/C20868_ustores/web/store_main.jsp?STOREID=14&SINGLESTORE=true)

Lunch account statements will be sent via mail and email when your account reaches a negative amount. The total on that statement is the amount that you owe for lunches. Statements won't be sent if your account still has money in it.

You can view your bill and daily purchase online at any time by going to Skyward Family Access. You must go in as the “Head of Household” to view this information. If you do not know your password, you must **FIRST** click on “Forgot your login or password?” on the Skyward login screen. After entering your email address, Skyward will email your password information. If you are still unable to access your account, please contact Marissa Held at [mvheld@ilstu.edu](mailto:mvheld@ilstu.edu).

We are part of the National School Lunch Program, which provides guidelines for such things as serving size and calories. You can review these guidelines and others at <http://www.isbe.state.il.us/> under the NSLP link.

As part of the National School Lunch Program, we do have applications available for Free/Reduced Lunch. This is a program that families qualify for based on income. If you would like to apply, please fill out the application during registration and return it to the main office.

### **IMPORTANT INFORMATION**

- **Make sure to send appropriate clothing for the weather. We go outside for recess even when it is cold. Appropriate clothing details are provided on the website and in the parent handbook.**
- **Please send anything your child's cold lunch requires. We will provide whatever is needed for hot lunch, but will start charging for paper goods, etc. for those eating cold lunch. Also remind students to bring water bottles if needed.**
- **We have a back-up lunch menu meal plan if we are running low and unable to get more of the scheduled meal in time; for example, we will have PBJ, fresh fruit and vegetables.**
- **Please encourage your children to pack a healthy lunch and snacks. Foods's high in sugar such as soda, candy, cookies, etc. are not good options for brain foods and should be discouraged.**

We are looking forward to a great new year. Never hesitate to reach out with any further questions.

Sincerely,

Sarah Parola  
Lunch Program Coordinator