

MSAD # 22 School Nutrition Program  
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Reeds Brook Middle school  
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Dear Parents and Students,

Students may give their school lunch and breakfast money in an envelope to their teacher or to the person who collects school meal money at their school. The money for breakfast, lunch, snack milk, or a la carte items will be deposited into their private school Nutrikids account. All students have a PIN (Personal Identification Number) which stays with the student until he/she graduates. Please put the student's name on the envelope with the payment, or on the check. If there is more than one student in a family, one student may make deposits to their sibling's accounts as long as you give us the ID numbers or name of each student and tell us the amounts to deposit into each account. You may also go on-line to [MyNutrikids.com](http://MyNutrikids.com), set up an account using the PIN, and deposit money electronically into your child/children's accounts. You can check balances and what your children are eating as well at [MyNutrikids.com](http://MyNutrikids.com).

To start the school year, students in grades K-5 will tell the cashier their name as they go through the line and they will be checked in by name, and the meal will be subtracted from their Nutrikids account. Grade 6-12 students will pick up their meal or a la carte items, punch their ID number on a keypad, and the amount they spend will be subtracted from their account. We want children to bring money to cashiers BEFORE lunch, preferably in the morning before school. **If a student at the High School or Middle Schools pays money in the serving line, no change will be given. The amount they give the cashier will be deposited into their account.**

**The amount of prepayments is entirely up to you; it can range from one day to a month, even a year. We urge you to PREPAY for school lunches and breakfasts.**

If a student's account gets low, our staff will remind them. If the student forgets his or her money, we will allow a negative balance up to 5 meals. (SEE POLICY BELOW) **NOTE: MILK PURCHASED WITH LUNCH BROUGHT FROM HOME, OR FOR SNACK TIME, COSTS 50 CENTS AND MUST BE PAID FOR. IT IS NOT PART OF THE FREE LUNCH PROGRAM.**

Student's account balances at the end of the school year will be carried over to the next school year. We will advise you of the balance as the end of the year approaches to avoid carrying over positive or negative balances.

### **Policy on Payment for Food Services**

Meals shall either be paid for in advance or paid for at the time of service. However, students will be granted the privilege of charging up to five (5) meals. If the five meal limit has been reached and payment has not been received, the privilege of charging will be revoked.

There will be no charging of a la carte items.

The school district will provide at least one advance written notice prior to attaining the five meal charge limit. If a student exceeds the five meal limit and payment has not been received, a substitute provision will be offered to the student.

The Superintendent of Schools is responsible for the development of regulations necessary to implement this policy.

Adopted by MSAD 22 Board of Directors: April 2, 2008