

January 23, 2017

Dear Parent and/or Guardian:

This letter is to inform you of procedures that will be enforced in the Little Chute Area School District breakfast and lunch program **beginning Monday, January 30, 2017**. The enforcement of these procedures has become necessary as multiple families have allowed their accounts to reach a negative balance. Unfortunately, Taher, our food service provider, and the District cannot afford to operate the program in this manner.

Effective January 30, 2017, we will begin to strictly enforce procedures regarding collections and serving meals to students with significant negative balances. A summary of these procedures is outlined below:

- At the elementary level (grades K-4), a student with a *negative* \$10 balance will be provided a cheese sandwich for up to 5 days. During that time, the family should expect to be contacted by District administration. If the negative balance is not addressed after 5 days of cheese sandwiches, the student will no longer be offered a cheese sandwich and will not be served any meals.
- At the intermediate/middle/high school levels (grades 5-12), a student who goes through the line with a *negative* \$10 balance will not be allowed to charge their meal. The meal will be taken away and the student will be offered a cheese sandwich for a maximum of 5 days. Please note that regardless of the balance in your food service account, cash is always accepted for meals at the intermediate/middle/high school.

As a reminder, all families are able to monitor the balance in their food service account and make payments to their account through their Infinite Campus parent portal. The District will continue to send notifications of account balances via e-mails, voicemails, and texts. If you are not receiving notifications please check your settings in Infinite Campus or contact your child's school office. Also, please keep in mind that our district participates in the National School Lunch program and depending on your circumstances, your family may qualify for free or reduced meals. An application for that program is available on the district website.

Thank you in advance for your understanding and cooperation.

Respectfully,

David Botz, District Administrator
Karen Moore, Business Manager

Jim Neubert, Principal
Lori VanHandel, Principal

Tony Bird, Principal
Lindsey Rysewyk, Taher