

Cafeteria Services

Please apply the following menu to the policy as it pertains to each grade level/school.

E= Elementary M= Middle School H= High School

In an effort to foster healthy eating habits and promote improved school nutrition, the United States Department of Agriculture has established regulations for elementary, middle and high schools regarding USDA guidelines and USDA Smart Snacks for competitive foods/beverages.

(E, M, H) All foods and beverages sold on school grounds to students outside of reimbursable school meals are considered “competitive foods.” Competitive foods include items sold a la carte in the cafeteria, from vending machines, school stores and for in-school fund-raisers. The School Campus is defined as all areas of the property under jurisdiction of the school that are accessible to students during the school day. The School Day is defined as the period from midnight before, to 30 minutes after the end of the official school day.

Nutrition Standards for Foods

Any food sold in schools must:

- Be a “whole grain-rich” grain product; or
- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or
- Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber).*

Foods must also meet several nutrient requirements:

Calorie Limits

- Snack items: < 200 calories
- Entrée items: < 350 calories

Sodium Limits

- Snack items: < 230 mg**
- Entrée items: < 480 mg

Fat Limits

- < 35% of weight from total sugars in foods

Nutrition Standards for Beverages

All schools may sell:

- Plain water (with or without carbonation)
- Unflavored low fat milk
- Unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP
- 100% fruit or vegetable juice and
- 100% fruit or vegetable juice diluted with water (with or without carbonation), and no added sweeteners.

(E) Elementary schools may sell up to 8-ounce portions of milk and juice. There is no portion size limit for plain water.

(M), (H) Middle Schools and High Schools may sell up to 12-ounce portions of milk and juice. There is no portion size limit for plain water.

(H) Beyond this, the standards allow additional “no calorie” and “lower calorie” beverage options for high school students.

- No more than 20-ounce portions of
 - Calorie-free, flavored water (with or without carbonation); andOther flavored and/or carbonated beverages that are labeled to contain < 5 calories per 8 fluid ounces or < 10 calories per 20 fluid ounces.
- No more than 12-ounce portions or
 - Beverages with < 40 calories per 8 fluid ounces, or < 60 calories per 12 fluid ounces.

Other Requirements

Fundraisers

- The sale of food items that meet nutrition requirements at fundraisers are not limited in any way under the standards.
- The standards do not apply during non-school hours, on weekends and at off-campus fundraising events.
- Allowable fundraisers that may occur during the school day include:
Any non-food items
 - Any food items not meant for consumption on the school campus during the school day (e.g. cookie dough to be prepared at home)
 - Any food item sold after the end of the school day (e.g. 30 minutes after the end of the instruction on campus)
 - Food items sold in concession stands after the end of the school day (e.g. 30 minutes after the end of instruction on campus)
 - Any food items that meet the federal competitive rule requirements.
- A link to the **Smart Snack calculator** will be posted on the Child Nutrition Services website. This calculator shall be used to document if food items meant to be sold as a fundraiser meet the requirements. ***Documentation showing that the food items meet the guidelines must be kept on hand during the fund-raiser and are readily available for anyone that asks to see it.***

(E, M, H) Crosby Independent School District participates in the National School Lunch and Breakfast program. Students may elect to participate in the Lunch/Breakfast Program or bring their own lunches. Students are required to remain on campus during lunch. Parents who feel that they may qualify economically for free or reduced priced meals are encouraged to complete a Free/Reduced application and submit the application to the Child Nutrition Department, CISD Administration Building, 706 Runneburg Rd, Crosby, Texas 77532. Applications are available at the school, at the Child Nutrition Office, and on line at **CrosbyKitchen.com**. *The application must be submitted on a yearly basis or whenever there is a change in income and/ or number of household members.*

Payment of Meals:

(E, M, H) Students may prepay for meals (breakfast and lunch) on a weekly, biweekly, monthly or on a semester basis. It is encouraged that students on a paid status or students who qualify for reduced price meals prepay, although students may also pay on a daily basis in the serving line. Parents of students on paid status or reduced status are encouraged to use the prepayment system LUNCH MONEY NOW to place money on their student accounts. Students qualifying for reduced priced meals who pay on a daily basis, however, are waiving their right to confidentiality as to their free/reduced status. Prepayments at the cash register are taken on Mondays. Cash/Coins: Bills larger than \$20.00 and rolled coins will not be accepted.

(E) Negative Account Balance reports notify the home when the student account reaches a minimum of five dollars (\$5.00). This allows some time for parents to place money on their students account before the account zeros or becomes negative.

(E, M, H) Money is not loaned by the Child Nutrition Services Department to buy breakfast, lunch or snacks.

(E) If your child comes to school without lunch or without a credit to his/her account, an attempt will be made to contact the parent as it is the responsibility of the parents to make provisions for their child's meals. Should the parent not cover the cost of the child meal an alternative meal will be provided or a charge for that meal will be allowed (See Charge Policy).

Returned Check Policy (NSF Checks)

(E, M, H) NSF checks will have a \$10.00 service fee added to the NSF check. You may pay for each returned check with cash or money order. Money for the NSF check plus the \$10.00 service fee will be taken from any existing funds currently in the students account. This could result in a negative account balance. Any future check will not be accepted until the account balance has been cleared.

(E) Charge Policy

School districts are not required to serve children who receive reduced-price or full-price meals but do not have money to pay. The Child Nutrition Department will allow students without money to charge up to one (1) reimbursable breakfast and one (1) reimbursable lunch. Once this charge limit has been exceeded, the cafeteria will provide the student with an alternate meal consisting of toast and juice for breakfast and a sandwich, and milk for lunch. Students are not allowed to charge a la carte items nor will they be allowed to purchase a la carte (snacks, etc.) items if they have a negative account balance. When a student's account is low, the cashier sends a negative cash balance report home to parents. The cafeteria manager will give the account balance reports to the teacher for distribution to the students. In addition, a phone call, email, or both will notify parents of a low balance or a negative balance on accounts. In the event there is abuse of the alternate meal, and the student has not settled the debt, the alternative meal program will not apply to that student and/or the program as a whole.

- **(H, M, E)** The Child Nutrition Services Department will not accept charges for meals beginning the 4th Tuesday in May.

(E, M, H) Breakfast Program

Breakfast is served in the school cafeteria each morning. Please check with your individual school to determine the appropriate time for your child to arrive at school to participate in the breakfast program.

(E, M, H) Lunch Program

Your child may buy a balanced meal at moderate cost in the cafeteria or bring a lunch. When students bring their lunch to school, utensils and napkins need to be included. Printed menus are available on line. *Students who bring their lunches may purchase milk and or snack. Students are required to remain on campus during lunch.*

(E, M, H) Pin Numbers

Schools use Pin Numbers or I.D. swipe cards throughout the school year to identify students in the cafeteria. These include students who participate in the free/reduced meal program and students who prepay for their meals. The use of another student's PIN number and I.D. is illegal. Students will be disciplined.

(E, M, H) Non Discrimination

The U.S Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. *(Not all prohibited bases will apply to all programs and/or employment activities.)* If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

(E, M, H) Special Diets

Students who have a disability and whose disability restricts their diet in such a way that they are unable to consume meals without some modification or the foods must have a certification from a licensed medical doctor indicating so. The physicians' statement must identify: the student's disability and an explanation of why the disability restricts the student's diets; the major life activity affected by the disability; the food or foods to be omitted from the student's diet; and the food or choice of foods that must be substituted. Please go to CrosbyKitchen.com to print the Allergy & Special Diets Request Form. Without this documentation the student will not be able to receive his/her special diet as ordered by the doctor. The certification must be renewed at the beginning of every school year. **If a special diet is required, a twenty-four hour advance notice is required and given to the cafeteria manager.**