

From the Student Nutrition department:

Hello Sylvania School families & friends! Every new school year we strive to add options that are healthy and what students want to eat. All schools offer a variety of breakfast items. We encourage students to try a healthy breakfast for the learning energy needed. When students eat breakfast at school, you will have more time in the morning at home! Weekly/monthly menus are posted at www.sylvaniaschools.org. Check back for updates!

How the meal accounts work-

Students have a meal account created automatically using the students ID number when they are enrolled. Students *are* allowed to charge *full meals*. Charging was set up for emergency purposes only; student forgot their cash or their packed lunch, etc. **NOTE:** To charge means to purchase an item that will make the account go negative, or the account is already negative and the student continues to charge, increasing the negative balance. **NOTE:** We will **not** take food from a student, they **will** be fed.

- Students are not required to use the meal account as the *only* way to purchase meals/food. In that case, they must then pay with cash *each day* and the cash purchase will be run *through* their account for the purpose of tracking meals.
- If parents do want their student(s) to use the meal account as a way to purchase meals/food, then we encourage parents to conveniently deposit money online into the student’s account at www.myschoolbucks.com and, where you can see all transactions on the meal accounts. Parents can send a check or cash with the student to school which will be deposited by the next business day. When sending in money, please include the student district ID number on the check or envelope so it is deposited into the correct account. ****If you require change back from cash the student *must* request cash back otherwise, the full amount is deposited on the account. All information is securely contained within our point-of-sale system. *As the second semester begins, we are pleased to announce that there are no longer fees charged by MySchoolBucks to add funds to the lunch account.**
- Monthly emails (except December) are sent to the email address provided to us for any lunch account balance that is in arrears (meaning, negative accounts) more than -\$5.00. All meal charges/negative balances are the responsibility of the student’s parent or guardian and will be collected like other student fees.
- **WE WILL NEVER TURN A STUDENT AWAY WITHOUT A MEAL. We are obligated by law to feed students. ***If the student comes through the lunch line and gets food but has no funds on the account or cash with them, the STUDENT WILL BE FED AND THE COST WILL BE PUT ON THE ACCOUNT.* Please be certain the student has enough funds to pay for their food. We are able to block a la carte, if needed, but parents/guardians must call the Student Nutrition office at 419-824-8655 or 419-824-8511 to discuss this.**
- **FOOD ASSISTANCE:**
Summer food needs: Please contact Sylvania Area Family Services at: 419-882-8415
Families that need assistance with school meals: www.sylvania.heartlandapps.com. The online application is private, easy and submitted electronically. If you need assistance with the application, you can contact the Student Nutrition Department, the school Social Worker or counselor. During the regular school year, we process applications throughout each day. If you qualify for free/reduced meal program through the National School Breakfast and Lunch Act, you MAY qualify to have *some* school fees waived or reduced. All students who were approved the previous school year for free or reduced meals will be on a temporary status through the first 30 school days of a new school year, and will need to **fill out a new application for each new school year**. Please fill out the online application as soon as possible to avoid loss of benefits. **NOTE: The application determination result is not retroactive, any charges to the meal account prior to the determination is the parent/guardian financial responsibility.**
- **FOOD ALLERGY IN SCHOOL:** You and your child’s school have the same goal; for your child to have a quality education in a safe environment. Talk with your child’s school about the student’s food allergy. Start by contacting your child’s school; the school nurse and the cafeteria should be notified about the food allergy in writing. The cafeteria manager will contact the main Student Nutrition office and the student lunch account can be noted with the food allergy.

To find out what makes a complete meal, check out this link; [PDF Version District Policy: Meal Charging and Unpaid Meal Charges \(link\)](#)

The 2023-2024 school year price of reduced and paid lunches will continue as follows:

Grades	Breakfast	Lunch
K-5	\$2.25	\$3.30
6-8	\$2.25	\$3.50
9-12	\$2.25	\$3.50
Reduced Price Students, All Grades	\$0.30	\$0.40

Thank you for your time and cooperation Sincerely, **Ray Holston**, Director of Business Operations

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