

2023-2024

PALISADES SCHOOL DISTRICT

**FOOD SERVICE
HELPFUL HINTS**

Breakfast	Elementary Schools	\$1.75
	Middle School/High School	\$2.00
Lunch	Elementary Schools	\$2.75
	Middle School/High School	\$3.25

Notes about free and reduced price lunch benefits

Students who previously qualified under the National School Lunch Program Free and Reduced meal benefit at the end of the 22-23 School year will continue to receive the same benefits for the first 30 school days in session of the 23-24 School year. If you have not been approved through the application process, or the Direct Certification notification, your child will be charged a meal price for their purchase until a new application approval is attained.

If you believe that your family may qualify, we urge you to apply for benefits. Students are protected from overt identification by staff and by a computerized Point-of-sale system. Every student automatically has an account and everyone makes purchases in the same manner.

Complete a Free & reduced application, (available on the PSD web-site) at the beginning of the 23-24 SY or you may apply online at www.schoolcafe.com. Please follow the directions carefully to ensure receipt of the correct benefits for your family. We will provide an application response and notify you through your email.

NOTES ABOUT THE COMPUTERIZED POINT-OF-SALE, AND MEAL ACCOUNT PAYMENTS.

This cashless system speeds up the service lines by providing a debit account for student purchases, eliminating the need for students to handle cash or checks during meal service time.

DEPOSITS TO STUDENTS ACCOUNTS ARE TO BE MADE IN ADVANCE: Please send or bring cash or checks to school for the cafeteria crew chief to deposit into the account. Envelopes will be provided, and we ask that payments are made in the morning before school begins. You may also pay by check made payable to Palisades Food Service, 20 School Drive Kintnersville Pa. 18930. You may also manage student meal accounts online through www.schoolcafe.com

Positive funds in the student account carry over from year to year, and from school to school within the district. Refunds for balances will be made for students (without siblings), who graduate or leave the district for some reason. Balances will be first transferred to a sibling, if possible. Refunds will not be made for balances of \$5.00 or less.

With the exception of end of year, the school district does not automatically move monies from one sibling to another. If you need to request this to occur, please provide this request in writing, a note or email providing which student to debit and which student to transfer the funds to. This transaction does not occur during meal service or at the school. You may e-mail the food service director at ggiarratana@palisadessd.org.

ACCOUNT BALANCE NOTICES

If a student has charged a meal or other item to an account that is not funded, we will send out a balance due notice electronically. Accounts will need funds for snacks or a la carte items to be purchased. Complete meals are never denied for a student due to lack of funds. We may deny a purchase of a snack or a la carte item due to lack of funds. After 6 meals are charged without sufficient funds in the account the Food Service Department will make contact with the home to review payment arrangements. Students are not automatically told of their account balance in line. Students grade 9-12, can receive notification from the cashier.

Please contact Gerry Giarratana, Food Service Director, if you have any questions 610 847-5131 ext. 5002 or you may email ggiarratana@palisadessd.org

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
program.intake@usda.gov

This institution is an equal opportunity provider.

ATTENTION: If you speak Spanish, language assistance services, free of charge, are available to you. Contact your child's school.

ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Comuníquese con la escuela de su niño.

