



Food and Nutrition Services

HEALTHY MINDS ARE FUELED BY HEALTHY FOODS!

10910 Clarksville Pike, Ellicott City, MD 21042

Phone: 410-313-6738

Fax: 410-313-6737



Welcome to Parents/Guardians

I would like to welcome your child to a new school year. The Food and Nutrition Services program puts students first by providing a nutrition program, which is an integral part of the school system's total education program. Since good nutrition is so important for growing bodies and learning minds, we hope to encourage your child to participate in the breakfast and lunch programs on a regular basis. Healthy minds are fueled by healthy foods!

Our mission is to provide child nutrition programs and services to support the well-being of every student and our 2019-2020 program will build on our commitment to continuous improvement. School meals are a healthy option, a great value and a convenience for busy families! We are committed to providing wholesome, high quality and nutritious meals.

We offer a variety of meal choices and a la carte options that meet or exceed USDA regulations.

We are proud to serve nutritious foods to your child and we encourage you to support our ongoing efforts to improve the health and well-being of our students by participating in our food service program. When possible, stop in and meet the food service staff at your child's school. Also, please feel free to contact me with any questions, concerns and suggestions you may have.

We hope that you and your child have a great year!

Sincerely,

Brian Ralph, Director

School Meals

Our Food and Nutrition Services program participates in the National School Lunch Program, which is a federally funded program that assists in providing nutritionally balanced meals and low-cost or free meals to students each day.

Choice and variety are important to students. Our daily food choices offered to students include multiple entrees, fresh salad bars, fresh fruit and vegetables, whole grain breads and rolls, and milk. Milk choices are flavored and unflavored fat-free or 1% milk. The Offer vs. Serve program gives students more food choices and helps control waste in the school lunch and breakfast programs.

Lunch consists of 5 meal components: milk, meat or meat alternate, vegetable, fruit, and grain, and students must select at least 3 of these components for a complete meal (1 of which must be a vegetable or fruit). For breakfast, students must also choose 3 servings of the 4 components.

In order to help students make decisions about meal choices, a USDA MyPlate Poster, which provides a daily list of healthy food choices that are available in each food category, is displayed at the entrance of each serving line.



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School Menus

School Meals are planned by the management team and meet the requirements of the National School Lunch and Breakfast Programs as set forth by the United States Department of Agriculture (USDA). We have been working diligently at redesigning menus to include lower sodium, sugar, fat and saturated fat foods. As new requirements are introduced by the federal and state governments, we will work with our vendors to bring the most nutritious and tasty foods available to HCPSS students.

Our school lunch menus have gone digital! Our innovative and interactive site makes your child's school menu more convenient and informative than ever before.

Using our website located at www.hcpss.nutrislice.com, you can easily view more information, including daily menus, images and descriptions of each food item.

Meal Prices

Our meal prices for the 2019-2020 school year have not increased:

Lunch Prices	
Elementary	\$2.75
Middle/High	\$3.25
Reduced-Price	\$0.30
Adult	\$4.50
Breakfast Prices	
All Schools	\$2.00
Reduced-Price	\$0.20
Adult	\$2.75

Meal Charging

Our lunch and breakfast programs are integral in ensuring that students have access to nutritious meals to support their academic success and it is imperative for us to protect the financial stability of the food service program. While we realize that it is possible for your child to forget their lunch money on occasions, our procedure, should this event occur, is to provide a meal to your student and apply a charge to their meal account. However, parents/guardians are solely responsible for providing their child with money for meals, or packing a meal from home. Parents/Guardians are also responsible for prompt payment of outstanding balances and monitoring their child's meal account balance. The expectation is that all meal charges owed to HCPSS Food and Nutrition Services will be paid in full. You can monitor your child's meal account at no charge using www.MySchoolBucks.com. Please review the HCPSS Meal Charge Policy 4200, as it explains the procedure administration will follow when a student owes money for meals. This policy will also apply to students who start the year with a negative balance that was not paid at the end of the last school year.





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Wellness

Our Wellness Policy (9090) has nutrition standards in place for all foods and beverages sold outside of the school meals program to include items sold as a la carte, as fundraising, and in school stores/vending machines. Guidelines are also in place for serving snacks.

Purchasing Meals through the Point of Sale (POS) System

Purchasing a meal is very easy through the POS system. The Point of Sale (POS) system has improved the efficiency of the serving lines, allowing students more time to enjoy their meal.

Every student is assigned a unique POS ID (6 digit pin) that is tied to their meal account, where purchases are deducted from funds applied to the account. Funds can be added to the POS system either by sending money to the cafeteria or through our online pay portal www.myschoolbucks.com.

This online payment portal allows parents to make quick and easy online payments to their student's school accounts, check a student's account balance, view cafeteria account activity, and receive account balance alerts.



MY SCHOOL BUCKS

The following information is needed to register for an account at www.myschoolbucks.com:

- Student's school district (Howard County)
- Student's school
- Student's name, birth date, or Student's ID
- A valid email address for your account

Free and Reduced-Price Meal Programs

The HCPSS participates in the National School Lunch and Breakfast Programs. Students from households that meet federal income guidelines are eligible to receive free or reduced-price meals (lunch and breakfast). Those eligible for reduced-price meals pay \$0.20 for breakfast and \$0.30 for lunch.

2019-2020 Federal Income Eligibility Guidelines

Household Size	Year	Month	Week
1	\$23,107	\$1,926	\$445
2	\$31,284	\$2,607	\$602
3	\$39,461	\$3,289	\$759
4	\$47,638	\$3,970	\$917
5	\$55,815	\$4,652	\$1,047
6	\$63,992	\$5,333	\$1,231
7	\$72,169	\$6,015	\$1,388
8	\$80,346	\$6,696	\$1,546
For each additional family member add . . .	+ \$8,177	+ \$682	+ \$158

Applying for Free and Reduced-Price Meals (FARMs)

To apply for free or reduced-price meals, families must complete an online application, OR complete, sign and return a paper application.

Please submit only **1 application per household**.

To apply online: Please go to www.myschoolbucks.com. Once the online application has been submitted and received, eligibility notifications will be sent via email or U.S. mail.

To apply using a paper application: Paper applications are sent home with students on the first day of school. For questions, call 410-313-6743.

Once the application is received at the Food and Nutrition Services office, it will be privately scanned to ensure confidentiality. If you are approved for the program, you will be notified via email or U.S. mail.

Based on monthly information from the Department of Social Services, some students are directly certified to receive free breakfast and lunch meals without submitting an application. If you receive a Direct Certification letter in the mail, you **DO NOT** have to fill out a free and reduced-price form for this school year.

Free or Discounted Benefits for HCPSS Families Eligible for FARMs

- School Meals
- Tuition at Howard Community College
- SAT, ACT, and AP exams
- Camps, sports and child care

See full list and apply online: www.hcpss.org/farms/



Nondiscrimination Statement: In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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

- (2) fax: (202) 690-7442

- (3) email program.intake@usda.gov

This institution is an equal opportunity provider.



HOWARD COUNTY PUBLIC SCHOOL SYSTEM

Michael J. Martirano, Ed.D., Superintendent