



1 SOUTH PASADENA UNIFIED SCHOOL DISTRICT

# Food and Nutrition Dept.

1020 El Centro Street, South Pasadena CA 91030  
(626) 441-5820 ext. 2951

**Elementary  
Combo Meal \$3.00**

\*\*Students must take one ½ cup serving of fruit or vegetables w/ their meal.

# Attn: Parents!

Check out our website! Go to [www.spusd.net](http://www.spusd.net), Food and Nutrition Dept under “Departments”. Or... You can access it thru your school’s website.

**MENUS ARE ON OUR WEBSITE!**

**Sign Up for our “Go Green Menu” option and receive the menus each month by e-mail!**

The cafeteria staff would like to welcome you to the 2017-2018 school year! Thank you to the many families that participate in our program, have registered their children, and are using our prepay system.

## **PROGRAM OVERVIEW:**

- With our computerized POS (point-of-sale) system **all students** must know their 6-digit permanent Student ID. Their student ID number is their **Meal Account PIN** for using the POS. This can be found on school registration materials or by contacting your school site. **All students have an account and ALL students punch in their PIN when purchasing a meal.**
  - *Help Speed Up the Lines!! Please help your Kindergartners and 1<sup>st</sup> graders in memorizing this number. A sample PIN PAD is available on our website under “Menus”.*
  - **Lunch is available to ALL Kindergartners regardless of AM or PM schedule.**
- Our **Online Prepayment System** is easy to use and convenient. Instructions and a link for [www.myschoolbucks.com](http://www.myschoolbucks.com) registration are available on our website, under the “Pre-Payment” tab.
- **By Registering Online** you have access to daily transactions and can manage your child’s account!
- A **Bonus Meal (Free Meal)** is available for online payments of \$50 or more, **only** when the balance is \$50 or more after the deposit, per child. The free meal offsets the transaction fee.
- Activate a “**Low Balance Alert**” and receive an e-mail when balances are low.
  - Please make prompt deposits to avoid cafeteria debt or disruption of service.
- **Other Prepayment Options:**
  - Drop off a check or cash with your child’s PIN number and full name to your school’s office. Allow 24 hours for the amount to be applied. **You may still register your child online to track their meals.**
- **Field Trip Sack Lunches-** are available to all students when they are away from the school during the meal service period. Please ask your teacher for the form 2 weeks prior to the excursion.
- **Parents make great cafeteria employees.** Please contact us for more info!

### **2017-2018 MEAL APPLICATIONS**

**are available at all sites**, and on our website (**home page**).

You may qualify for free or reduced price lunches for your children.

This not only benefits you, but can provide additional educational dollars to the district!

2016-2017 eligibility **will expire** on September 26, 2017

**You Must Re-apply Every Year.**

Please make sure the application is dated 2017-2018. Drop off or mail completed application to the district offices (1020 El Centro Street) or your school site, Attn: Food and Nutrition.

### **Available on our WEBSITE:**

- ❖ Menus
- ❖ Meal Application
- ❖ SPUSD Wellness Policy
- ❖ Medical Accommodations Form (Menus Tab)
- ❖ Nutrition Education Resources for parents and teachers
- ❖ Pre-payment Information and Link
- ❖ Meal Charging and Refund Policy (Menus Tab)

This institution is an equal opportunity provider and employer.