

## Scotts Valley Unified School District

### Student Account Information, Meal Prices, Pre-pay Policy and More!

#### Special Notes

- Remind students not to share their personal identification number (PIN) with friends or other students.
- A printed summary of your child's account is available by contacting the Food Service Department at (831) 430-0683 or by checking the account at [www.myschoolbucks.com](http://www.myschoolbucks.com).

#### Negative Balance

- The Food Service Department has credit limit up to \$7.00 for students in Grades K-12 and special education programs, who do not qualify for free or reduced-price meals.
- **Parents are asked to provide new students to the District with money to purchase meals, or provide them with meals from home until a meal application is submitted and approved for free or reduced-price meals.**
- Parents who receive negative account notices, are asked to supply the cafeteria with funds in the amount to cover the negative account balance. We encouraged parents to prepay for meals using our online system.
- Students whose account has reached the \$7.00 limit will be offer an alternative meal.

#### Refund or Transfer of Meal Account Funds

Please note that a student's meal account money is automatically carried over to the next school year, **EXCEPT** after completion of the 12th grade. If your child will not be attending a school within the Scotts Valley Unified School District his/her money will be refunded. For more information, contact the Food Service Department at (831) 430-0683.

Please allow 30 days for your request to be processed. Refunds will be made by check only. No credit cards will be credited with a refund. Convenience fees charged for making on-line payments are non-refundable. Please contact the Food Service Department at (831) 430-0683 if you have any questions or need clarification.

#### Payment Options

Parents/guardians may pay for school meals in advance online or in person. Meals may also be purchased individually on the day of service. **Parents are encouraged to prepay for their child's meals, so that money for meals is always available.** Regardless of how you choose to pay for your child's meals, you may check your child's cafeteria account activity by going to [www.myschoolbucks.com](http://www.myschoolbucks.com) once you have set up an online account.



Download our MySchoolBucks App for easy access to your student lunch account. Make payments, Schedule automatic payments, view account balances and more!

**Cash:** If you send cash with your child, please place it in a sealed envelope. Be sure to write your child's name and student ID number. Cash is deposited into your child's account on the day it is received.

**Personal Check:** If you send a check with your child, please place it in a sealed envelope. Be sure to write your child's name and student ID number on the envelope or on the check. A Check is deposited into your child's account on the day it is received.

## Meal Prices for 2018-2019 School Year:

| <b>Level</b>                   | <b>Breakfast</b> | <b>Lunch</b>  |
|--------------------------------|------------------|---------------|
| <b>Elementary Schools</b>      | <b>\$2.50</b>    | <b>\$3.50</b> |
| <b>Middle and High Schools</b> | <b>\$2.50</b>    | <b>\$3.50</b> |

## Special Dietary Needs for Students WITH Disabilities

- The Child Nutrition Services is required to offer special meals, at no additional cost, to students whose disability restricts their diet as defined in USDA's nondiscrimination regulations, 7 CFR, rt 15b.
- A child with a disability must be provided substitutions of special foods, including special supplements, when the medical statement form is signed by "a recognized medical authority" (licensed physicians, physician assistant, or nurse practitioner) supports that need. "The Medical Statement to Request Special Meals" form must be signed by a recognized medical authority and may be duplicated. The Medical Statement form is available at this link:  
<http://www.schoolnutritionandfitness.com/index.php?sid=1409090845155495&page=menus>
- The completion of the Medical Statement is required to ensure that the modified meal is reimbursable, and to ensure that any meal modifications meet nutrition standards that are medically appropriate for the child.
- Medical Statements are in effect until the condition changes or until the student transfers, promotes to a new school, or leaves the district. If the condition changes, a revised Medical Statement form signed by a recognized medical authority must be submitted.

## Diet Modifications or Personal Preferences, Including Vegetarian

The Food Service Department offers a variety of menu items daily through the District's school cafeterias. The "offer versus serve" method of service allows students to make their food selections from the variety of foods offered. Meatless options are available daily. Yogurt and granola is available daily. Other options include grilled cheese sandwich, macaroni and cheese, cheese pizza, bean and cheese burrito, and peanut butter and jelly sandwich. Elementary Schools offer daily a salad bar and peanut butter and jelly sandwich. In addition, fruit and vegetable are offer are daily.

Parents are encouraged to provide students with an appropriate meal and beverage alternative from home. Water fountains are available at every school.

## Meal Application

Any student who attends a school in the Scotts Valley Unified School District may participate in the breakfast and lunch programs at his/her school. Application Forms are available at [www.scottsvalley-ca.schoolloop.com](http://www.scottsvalley-ca.schoolloop.com) under the Food Services or at the school site main office. The Free and Reduced meal eligibility is confidential. If you have any questions call the Food Services at (831) 430-0683. Students who do not qualify to receive free or reduced-price meals may purchase meals.

Meal Applications can be return to the School main office or by mail to:

***The Food Service Department***

***Attn: Sandra Sanchez***

***555 Glenwood Drive***

***Scotts Valley Ca 95066***

### Frequently Asked Questions (FAQs)

**Q: Do I need to complete a meal application for each child?**

A: No. You need to complete only one application per household. Foster children residing with families are now considered as part of the family with which they reside. A separate application for each foster child is no longer needed.

**Q: How do I know if my household is eligible for free or reduced-price meals?**

A: Parents or guardians should complete the Meal Application at the beginning of each school year (or when the child enrolls) and return it promptly to the school or Nutrition Services Office. You will be sent a letter home from school informing you of your eligibility once it has been determined.

**Q: If I don't have a Social Security number can I still complete an application?**

A: Yes. Complete the application and check the box next to "I do not have a social security number."

**Q: Will other government agencies see my completed application?**

A: No. Completed applications are confidential.

**Q: Our family receives food stamps. Will my child automatically receive free meals?**

A: Not necessarily. If you receive a School Meal Information packet in the mail and it contains a meal application, then you will need to submit a complete meal application. Follow the instructions provided with the meal application and check the box next to the type of benefits received and **write in the 7-character case number. Be sure to sign the application.** If any family member receives county benefits, all students listed on the application, and who are members of the household, would be eligible for free meal benefits. The application must be approved prior to your child qualifying for free meals. Regulations allow up to 10 days for processing. You may purchase meals or provide meals from home until you are notified that your child has been approved for free meals.

For more information, please contact the Food Service Department at (831) 430-8306  
This institution is an equal opportunity provider.