

## **September/October 2019 Food Services Newsletter**

### **What's on the Menu?**

[HS Lunch Menu](#)

[MS Lunch Menu](#)

[Elementary Lunch Menu](#)

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## **School Lunch Program in Brazil**



During the months of September and October we will be featuring Brazil, which is the largest country in South America and the only Portuguese-speaking nation on the continent. It is also the fifth largest nation in the world.

### **School Lunch Program in Brazil**

- Brazilian schools have the second largest feeding program in the world. They are feeding 42 million of the country's school children for free. Brazil spends \$1.3 billion per year on its national student nutrition program and the program has been around since 1954.
- Brazil's constitution requires that **30 percent** of the ingredients for school meals be sourced from local, family farms. The country has helped about four million of the country's small farmers and promoted rural development.
- At the same time, purchases of products with high levels of sodium, sugar and saturated fats are restricted, and the provision of low-nutrition drinks at schools are prohibited.

- Everyone benefits from this program, students consume fresh food; farmers have a ready outlet for their produce; and these new relationships nourish the economy.

## What is for Lunch in Brazil?



- School lunch providers in Brazil are required to plan menus to accommodate seasonal production schedules, so there are always fresh fruit and vegetables on the plate in the school canteen.
- A typical meal might include rice and beans, meat, egg or fish and veggies like kale or potato, plus fruit or a fresh fruit juice like passionfruit or pineapple.
- Brazil recommends that the menu should provide 30–45% of the energy requirements of the RDA.

## National Dish in Brazil

**Feijoada** is a hearty meat stew made from pork and black beans. Traditional side dishes served with feijoada are kale, ground manioc, orange salad, and arroz.

**Want to try it? Check out this website.**

[Click Here!](#)

Fun Fact: Brazil is the world's largest producer of sugar cane, coffee and beef.

For more fun facts about Brazil visit this website: [Click Here!](#)

**Recipe Contest:** Submit your favorite Brazilian recipe to <mailto:bnichols@shrewsbury.k12.ma.us> . Make sure to include your name and phone number by **Oct 1, 2019**. The best recipe will be featured on a future menu. Recipes may be subject to modification in order to better meet school nutrition guidelines.

**Prize:** \$50 to Tera Brasilis Restaurant

**High School Staff Celebrating Mother's Day 2019**



## **Promotions**

For every \$260.00 put on your POS account an additional \$50.00 will be credited to that account. Promos can only be processed at the Food Service Department Office. They cannot be processed at the cafeterias or online. Please send a check to: Food Service Department C/O High School, 64 Holden Street, Shrewsbury, MA, 01545. Please note whose account you want credited on the memo line of your check. This promotion is valid from August 15, 2019– October 31, 2019.

\* Promotions cannot be applied to online transactions.

## **Free and Reduced Breakfast/Lunch Applications**

Free and reduced-price meals are available to students if there is financial need. Applications for the 2019-2020 school year are available all year and can be submitted at any time there is a financial need. Applications are available on line at the Food Service web site. Eligibility is governed by guidelines set by the United States Department of Agriculture. Notification will be emailed to all families stating what program they qualify for.

\*\*Click here for the Free and Reduced Application form: <https://www.lunchapp.com/>

A new application must be filled out each new school year. Eligibility from school year 2018-2019 expires on October 8, 2019. Applications for the 2019-2020 school year will be available on August 10, 2019, but not before.

\*\*Families do not have to fill out a new application if they received notification that their children were directly certified through the Department of Health and Human Services to receive free meals.

If you have questions or need help filling out the online application, please contact:

Beth Nichols, Food Service Director, phone 508-841-8819.

Public Disclosure

**2019-2020 Media Release for Free and Reduced-Price Meals in the National School Lunch and Breakfast Programs**

**Free and Reduced Meals are available to eligible students in the Shrewsbury Public Schools. The household size and income criteria identified below will be used to determine eligibility for free, reduced-price or full price meal benefits.**

Household Size	Reduced Priced Meals Eligibility Scale for Lunch and Breakfast					Free Meals Eligibility Scale for Lunch and Breakfast				
	Year	Month	Twice per Month	Every Two Weeks	Week	Year	Month	Twice per Month	Every Two Weeks	Week
1	23,107	1,926	963	889	445	16,237	1,354	677	625	313
2	31,284	2,607	1,304	1,204	602	21,983	1,832	916	846	423
3	39,461	3,289	1,645	1,518	759	27,729	2,311	1,156	1,067	534
4	47,638	3,970	1,985	1,833	917	33,475	2,790	1,395	1,288	644
5	55,815	4,652	2,326	2,147	1,074	39,221	3,269	1,635	1,509	755
6	63,992	5,333	2,667	2,462	1,231	44,967	3,748	1,874	1,730	865
7	72,169	6,015	3,008	2,776	1,388	50,713	4,227	2,114	1,951	976
8	80,346	6,696	3,348	3,091	1,546	56,459	4,705	2,353	2,172	1,086
Each Additional Family Member	8,177	682	341	315	158	5,746	479	240	221	111

Application forms are now posted on our website, for all households to access , complete and electronically submit. Computers with internet access are available at the School Department at the Town Hall and at the Town Library for families without internet or computer access. Applications may be submitted at any time during the school year. The information households provide on the application will be used to determine meal eligibility and may be verified at any time during the school year by school or program officials.

Under the provisions of the free and reduced-price meal policy, the determining official(s), as designated by the sponsor/agency, shall review applications and determine eligibility. Parents or guardians dissatisfied with the eligibility ruling may discuss the decision with the determining official on an informal basis. Parents may also make a formal request for an appeal hearing of the decision and may do so orally or in writing with the sponsor/agency's hearing official. Parents or guardians should contact the Food Service Department at 508-841-8819 for specific information regarding the name of the determining official and/or hearing official for the school district.

#### Free and Reduced Application Forms

Shrewsbury Public Schools offer healthy meals every day to all students. Children need healthy meals to learn. Free and reduced meals are available to families in need.

To submit an online Free and Reduced Meal Application and get instructions on how to fill out - Please go to: <http://schools.shrewsburyma.gov/> and click on Free and Reduced Form Instructions, then click on <https://www.lunchapp.com/> to fill out and submit an application.

Questions???? or if you need help filling out the on-line application please contact:

Beth Nichols

Food Service Director

508-841-8819

**“USDA is an equal opportunity provider and employer.”**

#### **Breakfast Program**

Breakfast is available Monday- Friday at the Coolidge Elementary School from 8:00-9:00 AM, Sherwood Middle School from 7:45-8:00 AM, Oak Middle School from 7:00-8:00 AM, and at the High School from 7:00-7:30AM. A full-price breakfast costs \$2.00 and a reduced-price breakfast costs \$.30.

### **Meal Magic Point of Sale System**

This system is currently being used at all school cafeterias. This system, *Meal Magic*, offers many features:

- Creates an individual account for each student accessible with their student identification number.
- Allows students to pre-pay for lunch and snacks eliminating the need for cash. Cash can be used.

ALL STUDENTS WILL BE REQUIRED TO ENTER THEIR STUDENT IDENTIFICATION NUMBER WHEN MAKING ANY PURCHASES REGARDLESS IF THEY ARE FULL PAY OR FREE/REDUCED ELIGIBLE.

### **Local Meal Charge Administrative Policy**

<p style="text-align: center;"><b>SHREWSBURY PUBLIC SCHOOLS</b> <b>LOCAL MEAL CHARGE ADMINISTRATIVE POLICY</b> <b>Effective July 2017</b></p>
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#### **District Philosophy**

It is the philosophy of the district to provide nutritious meals to all students who wish to purchase a meal or are eligible for a free or reduced price meal per the regulations of the National School Lunch Program. Parents are responsible for either providing their children with meals, applying for free or reduced price meals when appropriate, or providing adequate funds for their child to purchase a meal. But under no circumstance will a student be denied a breakfast [when offered] or a lunch meal due to a lack of money or a negative food account balance. A child will not be denied a school meal because of parental negligence as we know this unfairly punishes children and impedes their ability to learn.

#### **Regulations and Guidelines**

This policy is informed by regulations and guidelines published by the United States Department of Agriculture under the National School Lunch Program, Massachusetts General Law, and the Massachusetts Department of Elementary and Secondary Education's Office for Food and Nutrition Programs.

#### **Policies**

a) **Policy on Communicating Student Food Account Balances**

Parents are responsible for knowing the amount of their child's food account balance.

Parents may view their child's food service account balance at anytime by looking in *PowerSchool* using their Parent Portal Access. Parents of students who have a negative account balance will receive an email communicating the negative balance amount until it is rectified. The use of automated telephone calls will also be employed for the collection of delinquent accounts. Parents may set up automatic replenishment of their child's account through the district's online payment processor to avoid negative account balances.

**b) Policy on Charging Meals and a la carte Items**

A child will not be denied a school meal because of parental negligence as we know this unfairly punishes children and impedes their ability to learn. Students who have a negative fund balance may charge a la carte items to their account only when those a la carte items are accompanied by a meal. Students who have a negative account balance cannot further their indebtedness by purchasing a la carte items without a meal.

So called "alternative meals" i.e. peanut butter and jelly or cheese sandwiches will not be used as substitutes as this identifies the child as having a delinquent account in front of their peers and will likely not provide any added incentive for the parent to pay.

**c) Policy on Delinquent Debt Collections**

Payment for negative account balances may be made at anytime using the district's online payment processor. Parents can access this feature via their PowerSchool Parent Portal access account. Students may also rectify their account by paying cash or by check to the cashier at their school. Parents may also rectify negative accounts by making a check payment to the Shrewsbury School Department and mailing it or dropping it off at the Food Service Director's Office, Shrewsbury High School, 64 Holden Street, Shrewsbury, MA 01545.

When a student account balance goes negative to a sum that exceeds three times the cost of a lunch meal, this will be considered a delinquent account. The Food Service Director, in consultation with the school cafeteria manager, will then begin collection efforts with the respective parent or guardian. The Food Service Director may also share a negative account balance report periodically with school principals because this information may be useful as an additional symptom of a larger problem that the student and their family are experiencing. If attempts by the Food Service Director do not result in payment, then the delinquent account will be sent to the School District Business Office. The Business Office will attempt collection through parent/guardian communications. Collection efforts may result in denial of access to discretionary school programs, pursuit in small claims court, or sale of the debt to a collection agency.

Denial of access to school programs as noted above may include but is not limited to: graduation activities or ceremonies, the Extended School Care Program, Summer Programs, Extra-Curricular/After School Programs, and other, optional, fee-based programs.

## Cafeteria Help Wanted

The Shrewsbury Food Service is looking for part time employees and substitutes to work in the school cafeterias. Days and hours are flexible. Duties include: Prepping food, setting up serving lines, serving students and breakdown and clean up. Lunch and refreshments are provided. Please click on the link below to obtain an employment application:

<http://schools.shrewsburyma.gov/foodsvc/forms>

Please forward this application to the Food Service Department C/O High School, 64 Holden Street, Shrewsbury, MA 01545, or email to: [hdoyle@shrewsbury.k12.ma.us](mailto:hdoyle@shrewsbury.k12.ma.us)

Questions: please call Heidi Doyle Monday-Wednesday at 508-841-8855.

## Food Service Department Contacts

Please contact the Food Service Department with any questions or suggestions. The Food Service Department is located at Shrewsbury High School, 64 Holden Street, Shrewsbury, MA 01545. The telephone number for the Food Service Director, Beth Nichols, is 508-841-8819 and email is [bnichols@shrewsbury.k12.ma.us](mailto:bnichols@shrewsbury.k12.ma.us).

Each school has a manager also available to speak with you. The numbers are as follows:

Beal	508-841-8874	Lisa Birnie	<a href="mailto:lbirnie@shrewsbury.k12.ma.us">mailto:lbirnie@shrewsbury.k12.ma.us</a>
Coolidge	508-841-8889	Charlene Campbell	<a href="mailto:ccampbell@shrewsbury.k12.ma.us">ccampbell@shrewsbury.k12.ma.us</a>
Floral St	508-841-8723	Sheila Tomaiolo	<a href="mailto:stomaiolo@shrewsbury.k12.ma.us">stomaiolo@shrewsbury.k12.ma.us</a>
Paton	508-841-8635	Jen Potter	<a href="mailto:jpotter@shrewsbury.k12.ma.us">jpotter@shrewsbury.k12.ma.us</a>
Spring St	508-841-8708	Michelle Kehoe	<a href="mailto:mkehoe@shrewsbury.k12.ma.us">mkehoe@shrewsbury.k12.ma.us</a>
Sherwood	508-841-8681	Sandy Litchfield	<a href="mailto:slitchfield@shrewsbury.k12.ma.us">slitchfield@shrewsbury.k12.ma.us</a>
Oak	508-841-1217	Patti Saniuk	<a href="mailto:psaniuk@shrewsbury.k12.ma.us">mailto:psaniuk@shrewsbury.k12.ma.us</a>
High School	508-841-8848	Lisa Phipps	<a href="mailto:lhipps@shrewsbury.k12.ma.us">lhipps@shrewsbury.k12.ma.us</a>

### USDA 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, religious creed, disability, age, political beliefs, 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](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; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). This institution is an equal opportunity provider.

#### Policy References:

MGL C. 71, Section 72 United States Department of Agriculture, National School Lunch Program Regulations Massachusetts Department of Elementary and Secondary Education, Office for Food and Nutrition Regulations