



Dear Parents,

This letter is to explain our lunchroom charging policy.

Every elementary student on full or reduced meals can charge up to a maximum dollar equivalent of (2) lunch meals. Every secondary student on full or reduced meals can charge up to a maximum dollar equivalent of (1) lunch meal. Once the charge limit is reached students will no longer be allowed to charge and will receive an alternate meal of a sandwich, fruit, vegetable and white milk. Students will also not be allowed to purchase ala carte items until this balance is paid.

Springfield Public Schools is very concerned with the health and wellbeing of our students and will work hard to make sure all students receive a well-balanced meal every day. All students are informed when their account has a low balance so that they can inform their guardians. The NS office utilizes the schools Connect 5 phone system to send out phone messages to households when account balances reach a negative balance. Parents may also sign up at “My Payments Plus” at <https://www2.mypaymentsplus.com/> to set up an account to monitor their students balance and charges. A full copy of the meal charge procedure is available on the Nutrition Service website and is sent home at the beginning of each school year and when you register your student.

We hope this information will help assure you that your child will receive a meal every day. If you have any questions, please feel free to call the Nutrition Services Office or your school cafeteria.
Sincerely,

Kim Keller
Director of Nutrition Services
417-523-1110