

**RENAISSANCE ACADEMY
FOOD SERVICE DEPARTMENT**

Lunch Program Overview

Renaissance Academy Food Service Department offer five component items: Protein (meat or meat alternate), grain (whole grain breads, rice, pasta, etc.), fruit and vegetable (must take a minimum of 1/2 cup), and fluid milk (fat free chocolate milk or white 1%). They must choose at least three of the five items, one of the choices must be a fruit or vegetable as required by the State/Federal regulation.

Count

It's very important for students to make sure to get on their teacher's count for that day's lunch before 9 am. This count determines the amount we prepare, if the count is short unfortunately students that are at the end of the serving time might get a substitute meal.

We would appreciate if parents and teachers could work with their students' in helping them memorize their Student ID, this makes the process for the cashier and student line to go easier at lunch time.

Sack Lunch and Field Trips

We will offer a sack lunch on Fridays between 12:15 and 12:45. If your student desires a sack lunch for Friday, please have them get on the teacher's Friday count. We will also offer a sack lunch for field trips however they must be ordered at least 3 days prior to field trip. Students can put their name on their teacher's list for that specific field trip day.

Price

Lunch will be \$2.50 for one more year. We may offer other healthy a la carte choices such as milk, pizza, snacks and such for an additional price. We do not offer extra items to students under 3rd grade for the exception of milk.

Financial Assistance

Families in financial need may apply for USDA's Free and Reduced Meal Program. To apply, parents/guardians can either: 1) apply online through their Aspire account or 2) complete a hard copy applications. To receive a hard copy application contact the Food Service Department at (435)768-4202 x-5112 or email Stella Aires at saires@renacademy.org.

Making Payments

Lunch account payments may be made online or onsite.

Online Payments

Find the "Online Payments" link on the right hand side of the school's website (www.renacademy.org). The link will take you to Renaissance Academy's Secured Instant Payments website (SIP). In addition to single payments, SIP has the option to schedule auto payments for your convenience.

Important Reminder: Online payments may take up to 36 hours to be posted to your child's lunch account on our student information system (Aspire). Aspire also functions as our point-of-sale software for cafeteria purchases. Therefore, if a payment has been made through Secure Instant Payments, but has not posted to your child's Aspire account, our lunchroom staff will not know of your payment until it does.

Onsite Payments

Payments made by cash and/or check may be placed in the school's lunch payment drop box located on the wall directly across from the front office. When making an onsite payment, please complete the form on the outside of the payment envelope and deposit it into the gray lockbox at that location. If you have questions on your student account please try to contact the Food Service Department before or after serving time.

Onsite cash or check payments typically post to the student's Aspire account on the same day. In either case, it is **HIGHLY RECOMMENDED** that you schedule a weekly Student Summary email through your Aspire account. In addition to an academic update about your student, this summary will also provide you a weekly report of their current lunch balance. You may check their balance on Aspire at anytime by going to the "Transactions" section of your Aspire account's landing page.

Students' may be given an emergency lunch when their account reaches -\$10.00. The alternate meal consist of a sandwich, anything from the salad bar (fruits and vegetables) and milk for a charge of \$1.25 for full paid students and \$0.40 for reduced eligible students. You can refer to the **Lunch Charge Policy** for more information.

Special Diets

If your student has special dietary needs you must provide a doctor approved special diet statement and acceptable substitutions. This application must be signed by an approved medical authority as listed on the application. Be aware that we are not a peanut free school. We do provide a peanut free table.

If you have questions or concerns feel free to contact the Food Service Department.

Thank you,

Stella Aires
Food Service Director
Renaissance Academy

Saires@renacademy.org
435-768-4202x5112