



City Garden Breakfast and Lunch Program

City Garden serves breakfast and lunch on the first day to the last day of school each year. All meals are prepared by our contracted foodservice company at Propel Kitchens. All meals meet the nutritional guidelines of the United States Department of Agriculture (USDA) Breakfast and Lunch program. The menu is designed with the flavor profile and preferences of our students. We offer regular and vegetarian menu. We can accommodate vegan menu in a limited way.

Lunch and breakfast menus are emailed to each family every month. Our program is slightly different than most schools. **Meals need to be ordered via the website Family Portal.** Meals must be ordered by choosing for the **entire year, quarter or by the week.** If you are ordering by week I need to receive the order by 1pm every Wednesday. I place my order for meals with Propel Kitchen each Wednesday.

PLEASE FILL OUT A NEW FREE AND REDUCED ELIGIBILITY FORM ANNUALLY TO QUALIFY. **Please do not confuse the USDA Free and Reduce Meal Application with the Quarterly Meal Order they are not the same thing.**

IF YOU QUALIFY FOR FREE OR REDUCED MEALS YOU STILL NEED TO ORDER MEALS ON THE QUARTLY MEAL ORDER FORM ON THE FAMILY PORTAL FOR YOUR STUDENT TO RECEIVE MEALS

Children signed up for Beforecare automatically are served breakfast. It is part of the Beforecare fee and you DO NOT NEED TO sign up for breakfast or pay for breakfast if signed up for Beforecare. Breakfast service for those not in Before care begins at 8:10. Breakfast at the ECEC building is served in the gym. Breakfast is served in the community room at the EAEC Building.

Any child that is signed up for breakfast or lunch meals need to take something from the meal for it to qualify as a reimbursable meal with the Missouri **Department of Elementary and Secondary Education (DESE)**. All Meals that have been ordered and are not taken are wasted. The cost of a wasted meal can add up to **\$10.00 per meal. The cost is what we pay for the meal plus the loss of state meal reimbursement.** Please make sure you explain to your student that something from the lunch plate must be taken to qualify as a reimbursable meal. The food service program depends on the state reimbursements to be able to provide quality meals for our students.

Any questions about the breakfast/lunch program can be directed to Mary Swofford, Mary.Swofford@citygardenschool.org or phone extension 118.

Mary Swofford Food Service Coordinator

Questions you may have about the City Garden Breakfast and Lunch Program

1. What type of food will be served?

The menu offers nutritional kid-friendly foods. Some are familiar (mac n' cheese, pizza, cheese burgers hot dogs), some are to encourage students to try new foods (Asian stir-fry). The menu also focuses on fresh, seasonal, and locally grown foods. Many of the fruits, vegetables, meats, eggs and dairy times are coming from local farms within 150 miles of St. Louis.

2. *How is the food going to be served?*

Students eat lunch in their classrooms. Meals are plated and distributed by the food service

3. *Will milk be served?*

Every child that receives lunch will also receive an 8 oz glass of milk, either 1% or non-dairy milk

Students NOT purchasing lunch may purchase milk for the price of \$0.50 per day.

4. *What if a child has special dietary needs?*

Each month the Chef that creates the menu to accommodate most Dietary Specifications. *Not all special dietary needs will fit our program. Please talk with me and or the nurse to see if you need match what our food service program can offer. There will be a vegetarian option every day of the week.*

5. *When do I order meals? Pay for meals?*

Each Quarter a new order guide will be available on the Family Portal. You will receive a monthly email with the menu and a reminder to order meals or remove your student from the meal program. If you choose the “All Year” option you will need to fill out the meal order guide only 1 time. If you need to make changes to the All Year choice please reach out to me by email or phone.

You will sign up for payments on the Quarterly Meal Site in the Family Portal. You can choose to do on line payments or pay by Check. For check payments here is a box right by the front entrance attached at each building titled “LUNCH BOX” which is where you can drop payments.

6. *DO I have to fill out a different order form for each of my children?*

No, you must fill out a one form on the Quarterly Meal Form with the option for multiple children, and you may choose to pay for your children all in one payment. If you choose the full year option you only need to fill out the form one time.

7. *Do I have to buy breakfast/lunch for the whole Year or Quarter?*

No, students do not need to buy for the entire month but rather one full week at a time. For example, you may choose to purchase breakfast or lunch for your student the first and second weeks but not the third or fourth. The options are listed on the Quarterly order Guide.

8 *How often does the menu change?*

A new menu will be distributed for every month of the school year. The menu will reflect changes per season (fall/winter/spring). The menu follows a Quarterly meal rotation. Meals are subject to change due to food distribution issues.

9 *What is the price for breakfast/lunch?*

Prices for free and reduced-price lunches are determined by the USDA. **Currently the prices are:**

Lunch

Free: \$0.00 Reduced: \$0.40 Full: \$5.50 Milk: \$0.50

Breakfast

Free: \$0.00 Reduced: \$0.30 Full: \$2.75

10 *How do I know if my child qualifies for free, reduced or full-price lunch?*

Eligibility for free and reduced-price lunches is determined by the United States Department of Agriculture guidelines. Please fill out the Application for Free and Reduced Meals paperwork and submit on line. An email will be sent with your status.

11 *How will my child/family's privacy be protected if we qualify for free or reduced- price lunch/breakfast?*

Your child will never be identified as receiving free or reduced-price lunch. We understand the sensitivity of this information and will keep your paperwork confidential.