



# McKenzie County Public School District No. 1

Becky Kaufman  
Food Services Manager  
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## NUTRITION OPERATIONAL POLICY

Welcome to the 2024-2025 school year at McKenzie County School District #1.

### MEAL PRICES

BREAKFAST	K-12 \$2.35	ADULT \$3.00	Extra milk \$.50
LUNCH	K-5 \$3.35	6-8 gr \$3.45	9-12 gr \$3.55
		ADULT \$4.45	Cold lunch student milk \$.50

**Seconds** are available on breakfast or lunch for 5<sup>th</sup> through 12<sup>th</sup> grade only and at an additional cost of \$1.60.

Lunch includes the main meal entrée and the salad bar.

### GRAB AND GO ITEMS

Grab and go items, including seconds & extra milk are an additional charge even if you qualify for free or reduced meals. The family is expected to pay for these charges. Families may choose to turn off the ability to charge grab and go items. We will be glad to help with this. Please contact our Food Service Manager Becky Kaufman. [becky.kaufman@k12.nd.us](mailto:becky.kaufman@k12.nd.us).

### ONLINE PAYMENTS

[Download the phone app School Café](#) or go to: [www.schoolcafe.com/MCKENZIECO1](http://www.schoolcafe.com/MCKENZIECO1)

Just create your log in and attach both staff and/or students.

### MAINTAIN POSITIVE BALANCE

We kindly ask that you do not allow your account to become negative at any time during the school year. Families of returning students will see positive/negative meal balances rolled forward. Families who have no students returning can request a refund to be processed or donate the funds to another lunch account that is in need. Requests for refunds outside the regular checkout form must be received by June 10<sup>th</sup> of the recently completed school year or within two weeks of checkout, whichever comes first. Any money left in an inactive account will be donated to another lunch account.

For 2024-2025 school year, a negative lunch account balance is NOT allowed. This applies to both students and staff. Grab and go items will be denied to student (and staff) when the lunch account is at \$0.

It is your responsibility to monitor the account transactions and balance. Log into School Café at [www.schoolcafe.com/MCKENZIECO1](http://www.schoolcafe.com/MCKENZIECO1) to access your student's account.

### FREE OR REDUCED MEALS

Students who are approved for FREE and REDUCED meals are allowed breakfast and lunch at no cost. We encourage you to [apply online](#). You will be notified with the results of your application as soon as it has been processed. Same day for online applications. Three to four days for the paper version. Instructions on how to fill out the applications are also enclosed along with the financial income guidelines.

We do our best to work with any family that may be having financial difficulties. Please make sure to apply for free or reduced meals if you think you may not be able to keep your families' lunch account positive. Please feel free to contact me at any time.

Sincerely,  
Becky Kaufman  
Food Service Manager

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This institution is an equal opportunity provider.