

May, 2018

A note from the Food Service Department...

Dear Parent/Guardian:

Thank you for your participation in our School Meal Programs this year. As we near the end of the school year, please carefully review the following points regarding lunch accounts.

Active accounts will retain their balances. If a student leaves the district, the account is no longer active; **a refund of the inactive balance must be requested from Food Service within a year.** Inactive balances remaining after the following school year will be donated to the Food Service Fund. Balances may be refunded or transferred to a sibling's account or to the Giving Tree lunch account to be used for other students as needed. Please direct account-related communications to a Food Service Cashier (see contact information below).

Cashiers communicate account balances before the end of the school year. **CHARGING IS NOT ALLOWED** in our final weeks of school per our "Lunch Account Management and Charging Policy" found at Food Service/School Meal Prices web page. Please send a lunch or cash with your child if he/she does not have account funds available to cover purchases.

The **MySchoolBucks** (MSB) web-based payment program **WILL NOT BE ACTIVE after June 6 until mid-August.** Please plan payments before or after that period. **Be sure to DISABLE AUTO-PAY FUNCTION** before the break if you want to minimize balances and avoid automatic payments being made toward the end of the year. Also to avoid payment conflicts upon return, please **update your MSB account** as needed—e.g., if your student changed location or bank card has changed/expired--and **re-enable auto-pay** if applicable.

New free/reduced price meal applications must be submitted each year; however, **current eligibility carries until OCTOBER 15 or a new determination is made for 2018-19.** This carryover eligibility only applies to students receiving this benefit at the end of the 2017-18 school year. Updated forms and instructions will be mailed to households in August and also linked here <http://www.hssd.k12.wi.us/#!blank/b2he1> on our Food Service web page.

Please feel free to contact us with any questions/concerns about this or any other aspect of our School Meal Programs. Be sure to also check out our Snack Bag Program offered as a convenience to those participating in summer school. Thank you again for contributing to the success of our programs. Enjoy your summer!

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FOOD SERVICE CASHIERS BY LOCATION:

BAY PORT – Rachel Bevens
662-7244; rachbeve@hssd.k12.wi.us
BAY VIEW – Renee Hintz
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LINEVILLE - Kim Paulson
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BAY HARBOR - Sheree Marto
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FOREST GLEN – Julie Freeman
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MEADOWBROOK - Patricia Bray
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SUAMICO – Lisa Swan
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HOWARD - Kathy Lieburn
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