



**Gouverneur Central School District
School Lunch Office - 133 East Barney Street
Gouverneur, New York 13642**

**Christine Bristol, School Lunch Manager
Telephone (315) 287-1690**



Revised 7/27/15

Welcome to the 2016-2017 *School Lunch Program*. Monthly menus will be available throughout the school year in the main office at the school building your child(ren) attends. These menus are also available to view and print from our district website by clicking on the food services link or by going directly to: <http://www.gcsk12.org/foodServices/foodServices.php>.

FREE and REDUCED BREAKFAST AND LUNCH PROGRAM: A NEW free and reduced lunch application for the 2016-2017 school year MUST be completed. For your convenience this form is also available to view and print directly from our district website by clicking on the food services link or by going directly to: <http://www.gcsk12.org/foodServices/foodServices.php>.

STUDENTS WHO RECEIVED FREE OR REDUCED SCHOOL MEALS LAST JUNE: Students who received free or reduced meals in June 2015 will continue to qualify for the same free or reduced meals **ONLY** through October 19, 2016. **In order to continue with the free and reduced price lunch and breakfast meal program one of the following needs to be on file with the School Lunch Office by 2:00 pm on October 19, 2016.**

1) A copy of your "**Letter of Direct Certification**" that is sent to you directly from the Department of Social Services. This must be received and processed with the School Lunch Office by 2:00 pm on October 16, 2016.

~OR~

2) A **NEW** Free and Reduced Lunch application for the 2015-2016 school year **MUST BE COMPLETED** and returned to the school lunch office as soon as possible. This new application must be processed and on **file with the School Lunch Office by 2:00 pm on October 19, 2016.**

Kindergarten Students who have a sibling who qualified for **FREE or REDUCED** meals during June 2016 **and** live together in the same household, please call the School Lunch Office at 287-1690 **PRIOR** to the start of school to ensure the **FREE or REDUCED** status for the kindergarten student entering school.

OTHER NOTES OF INTEREST: ALL FULL PRICE, FREE and REDUCE PRICE MEALS must be 'type A' meals to qualify. This means the meal must be taken in accordance with 'Offer vs. Serve' guidelines.

****Ala Carte items must be paid for separately as the student goes through the serving line.***

If your child is allergic to any particular foods or milk, or needs a special diet and you feel we should be aware of the situation please send a doctor's statement. If your child is to have "special foods or liquids" from the school lunch program, a doctor's statement is required **each** school year.

CHARGING POLICY:

Middle and High School Charge Slips: Middle and High School students are allowed **ONLY ONE (1)** 'Type A' lunch charge to be open at any time. After one charge, students will be denied charging privileges until payment is made. Charges are to be paid to one of the cashiers **within two weeks of the charge.**

Elementary Charge Slips: Elementary students may have three (3) open charges. When the student has two open charges, a note will be sent home with them. These charges should be paid as soon as possible. Students **MAY NOT** charge ala carte items.

Elementary students paying by the week are requested to have their money in a sealed envelope that has the student's name, teacher, and number of days they are paying for, and if it should be applied toward breakfast, lunch, or both. **PLEASE DO NOT PUT ANYTHING ELSE IN THIS ENVELOPE!**

ONLINE PAYMENT is available! More information and parent instructions are available by going to the district website at <http://www.gcsk12.org/foodServices/foodServices.php>, click on the ***myschoolbucks.com*** logo then follow the step by step instructions to set up an account for your child(ren).

PLEASE NOTE: New Free and Reduced meal applications may be filed **ANYTIME** during the school year if your household circumstances change.

BREAKFAST is available daily in all Gouverneur School cafeterias. **Breakfast is free to all students.**

LUNCH is available daily in all Gouverneur School cafeterias. The cost for a full price elementary student lunch is \$1.80 and \$2.15 for all middle and high school students.

Reduced Lunch is also available to purchase for \$.25 on a daily basis to any student who qualifies.