



Welcome Letter to Parents/Guardians from the Food & Nutrition Services Director

Shoreline Public Schools Food and Nutrition Services Department

August 2014

Greetings,

I would like to extend a warm welcome to the Shoreline/Lake Forest Park community from your school Food and Nutrition Services Department! The Food and Nutrition Services Department operates 13 full service student cafeterias, one in each district school.

Services Include:

- Daily breakfast at all schools, beginning 15-30 minutes before the first bell. In addition, second-chance breakfast at Shorecrest and Shorewood High School is also available to help promote student achievement and academic success
- Daily lunch at each school
- Catering

The mission of the Food and Nutrition Services Department is to alleviate childhood hunger within the community and increase student success by providing and promoting a nutritionally balanced diet in a warm and friendly environment.

The Food and Nutrition Services Program does not receive General Fund Support; the program operates by balancing the budget through meal sales, a la carte sales, State/Federal reimbursement, and catering.

Each school kitchen has a team of highly trained staff with food safety and customer service as highest priority. These team members (often times parents of school district students themselves), receive and prepare food, cashier, serve meals, and keep the kitchen clean. The central kitchen, located in the heart of Hamlin Park, is occupied by friendly office personnel to answer all of your questions, process payments, and assist with applications. Food service operations at the central kitchen are headed up by myself, the Director of Food and Nutrition Services (a Registered Dietitian Nutritionist), the Central Kitchen Manager (an executive chef), and a Food Service Supervisor (also a chef) who supports the operations & training throughout the district.

The Food and Nutrition Services team work together to develop healthy and appetizing meals for the students, often incorporating ideas gathered from students and parents. Many of the foods are made from scratch using the best ingredients including low-fat proteins, whole grain pastas, fresh fruits and vegetables, locally sourced bread, and hormone-free milk. The menus are analyzed and recipes adjusted to ensure they meet USDA nutrition guidelines for each age group for calories, sodium, and saturated fat.

Salad bars (which include a vegan protein source) are available daily for all school levels. A vegetarian entrée, in addition to the salad bar, is also on the menu each day. Choice and variety are important to students, so our menu is planned to provide options. Each day there are two entrée options at the elementary level, 5-6 entrée options available at the middle school level, and 7-8 entrée options available at the high school level. A lunch is made up of 5

basic food components: milk, meat or meat alternate, vegetable, fruit, and grain. Students must select at least 3 of these components for a complete meal (1 of which must be a vegetable or fruit).

We are sensitive to the various nutritional needs of our students. If your child has an allergy to any food, please contact your school nurse.

Purchasing a meal is very easy. Every student is assigned a student ID that is tied to his or her meal account (elementary students use a barcode card and secondary students type their ID at the register). The account is similar to a checking account, where purchases are deducted from funds applied to the account. Funds can be applied by cash or check paid to the kitchen cashier or the school office (Note: there is a \$20 returned check fee).

Online credit and debit card payments are also available by following the payment links on the district website <http://schools.shoreline.org/foodservices/>. Your student's account balance and purchase statement can be viewed by logging into your Family Access page. If a child's account goes into the negative, an automated e-mail and/or phone call will be sent to the parent/guardian. These notices take place twice a week as a service to the family to ensure that negative charges do not accrue drastically before a parent/guardian is made aware.

The Food and Nutrition Services Program participates in the National School Lunch Program, which is a federally funded program that assists in providing nutritionally balanced, low-cost or free meals to students each day. Attached to this letter is an application, it is also available at your student's school and electronically on the food services page on the district website. One form **per family** must be fully completed (be sure to include everyone in your household and all income) and returned to the Food Services office by fax, mail, e-mail, or dropped off at your student's school. New families will need to have their applications approved before the subsidy will apply, until that time, full charges will accrue. For returning families, new applications must be submitted each school year by the 30th school day or the subsidy carry-over will expire. Parents/guardians are highly encouraged to fill out the applications as soon as possible to avoid these charges because it will be their responsibility to pay back any fee accrual.

Meal Prices 2014-2015 School Year:

Grade Level	Regular Price		Grade Level	Reduced Price Meals	
	Breakfast	Lunch		Breakfast	Lunch
K-6 th Grade	\$1.75	\$3.00	K-3 rd Grade	Free	Free
7-12 th Grade	\$2.00	\$3.25	4-12 th Grade	Free	\$0.40

For menu's and other information, please visit the Food Service page on the district website <http://schools.shorelineschools.org/foodservices/>. If you have any questions about the Food and Nutrition Services Department, please do not hesitate to contact me.

Sincerely,

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Food & Nutrition Services, Office Location: 2003 NE 160th St. (Hamlin Park), Mailing Address: 18560 1st Ave NE, Shoreline, WA 98155-2148, Office (206) 393-4209, Fax (206) 393-4104, Office Hours M-F 7:30-3:30PM, Webpage <http://schools.shorelineschools.org/foodservices/>, E-mail nutrition.services@shorelineschools.org