

Durand-Arkansaw School District

Food Service Procedures - Fall 2020

Last Updated 9/15/2020

Sign Up / Lunch Count

- Each morning classroom teachers will ask students if they will be participating in hot lunch on that day. The teacher will enter the information into Skyward, which will take care of both the lunch count and billing.
- Double entrées and à la carte items are not available at this time but may return once the new system is functioning smoothly. "Extra Milk" is permitted. "Milk Only" will be allowed for those who bring their own lunches, provided the student signs up during morning hot lunch sign up.
- Students will choose their milk flavors while in the cafeteria/commons at lunchtime.
- It is not necessary to sign up ahead of time for breakfast.
- All students are eligible for free breakfast and lunch. There are no income guidelines. No sign up is necessary if students are attending school in-person. The federal free meals program will run until December 31st or whenever funding runs out.

Breakfast Procedures

- Students will eat breakfast in the cafeteria as they arrive at school.
- There will be assigned seats.
- Elementary students will receive their breakfasts at their assigned seats, delivered by staff.
- Middle school and high school students will tell the food service staff what items they would like. Food service staff will enter the Student ID numbers into the Skyward system.
- Students will bus their own trays, provided this does not create a line.

Lunchtime Procedures

- Please note: No microwaves will be available for student use.
- Elementary students will have a staggered lunch schedule and will eat in the commons area while social distancing.
- Middle and high school students will have a staggered lunch schedule. Students will be split between the cafeteria and commons area.
- All students will have assigned seats for lunch. If students ordered lunch, the meals will be placed at their designated seats, delivered by cart to their location, or stacked in a grab-&-go area. They will get to choose their milk flavor at lunchtime.
- Middle and high school students will bus their own trays, provided this does not create a line.
- Elementary students will follow the normal procedures for dismissal to bus their trays.
- Trash can be placed in the trash can by students, provided this does not create a line.

See reverse side for information regarding Meal Pick Up for Remote & Virtual Students. -->

Meals for Remote & Virtual Students

- Families can sign up for meals by emailing lunch@durand.k12.wi.us
- Families will receive an email confirming their enrollment in the meal pick up program and informing them what day their meals will start.
- ~~Meal prices are the same as in-school meals:~~ *At this time all meals are free through the federal school lunch and breakfast program. (See final bullet at the end of this page.)*

○ Breakfast:

■ ~~Grades 4K-5 = \$1.50~~

■ ~~Grades 6-12 = \$1.75~~

■ ~~Reduced = \$.30~~

■ ~~Free = Free~~

○ Lunch:

■ ~~Grades 4K-5 = \$2.05~~

■ ~~Grades 6-12 = \$2.40~~

■ ~~Reduced = \$.40~~

■ ~~Free = Free~~

- Meals for the following day will be picked up from 1:00-1:15 p.m. at Caddie Woodlawn Elementary. Families will pull through the bus loop side of the parking lot, where staff will place the meal bags in the trunk or on the back seat of the vehicle. Please bring a sign with the parent's and students' names on it. Please wear a mask while delivery is occurring. If possible, the driver should be unaccompanied during meal pick up. (We realize that this is not possible for all families.)
- Families can opt to receive both breakfast and lunch for the following day, just breakfast, or just lunch.
- All students enrolled in the Durand-Arkansaw School District are eligible for free breakfast and lunch. There are no income guidelines. The federal free meals program will run until December 31st or whenever funding runs out.