Welcome to Canyon Grove Academy’s, CGA, meal program. We are a Silver Awarded School with The Healthier US School Challenge for providing nutritional quality meals for our students. CGA participates in the National Breakfast Program (NSBP) and National School Lunch Program (NSLP). We are known as a “scratch” kitchen because we create our meals in-house from scratch.

**Student Numbers**

When your student was registered a student number was assigned to them. You can obtain this number from their teacher. This student number is connected to your Family Cafeteria Account. It will automatically debit your family account according to the meal served. Please help your students learn their numbers as this will help keep the lines moving and decrease wait times. The cost for breakfast is $1.40 for full paid students and $.00 for Reduced Students. Lunch cost is $2.90 for full paid students and $.00 for Reduced Students. Ala carte milk is $.50.

**Morning Arrival**

As students arrive at school they will be directed to go to the cafeteria/ common are. Students are not allowed to enter the hallways or classrooms until 8:15am. There they will have the opportunity to eat breakfast or sit and wait until they are released to go to classes. Breakfast line will close at 8:20 in order for students to have enough time to finish eating in a timely manner and make it to class on time. School begins at 8:30 and we will direct students, as needed, to ensure they get to class on time.

**Breakfast** *($1.40 full paid students or $.00 for reduced students)*

Breakfast service begins at 7:45am and ends between 8:20. Students will have two lines in order to make their entree selection. Student’s will be required to select a minimum of one fruit or juice option and then an additional two items to have a full reimbursable meal. The categories for options are Fruit/ Vegetables, juice, Bread/ Grain, Meat/ Meat Alt, and Milk. This is in accordance with The National Breakfast Guidelines. After making their meal selections they will enter their student number in to the computer and then be directed to their assigned table.

Once students have completed their meal they will take their tray/dishes to the garbage area. The students will discard their meal in the following process:

1. Place their napkin in the basket
2. Place silverware in bucket of soaking water
3. Pour any unfinished milk into next bucket
4. Throw away anything recyclable (milk carton, plastic bags, paper items, plastic bottles etc.)
5. Throw away any uneaten food
6. Stack tray/dishes in window with same like colors.

**Second Chance Breakfast** *($1.40 full paid students or $.00 for reduced students)*

Students will have the opportunity to eat a “second chance” breakfast during their first recess, if they were unable to have a first breakfast. Second chance breakfast gives them one more opportunity to fuel their brains and body.

Second chance breakfast may not always be the same meals as first chance. This second chance breakfast is optional. Students will only be given one breakfast a day. Once students have finished eating they will be directed to go out for the remainder of recess.

**Lunch** *($2.90 full paid students or $.00 for reduced students)*

Students will come to the cafeteria with their class. The students who have home lunch can sit at their designated table right away while students who are buying school lunch will enter into one of two lines for service. Students will be required to take a minimum of a ½ cup fruit or vegetable and then two more options that are an additional vegetable or fruit, Grain/ Bread, Meat/ Meat alternative, and/or Milk. These guidelines are in accordance with the National School Lunch Program. After making their meal selections they will enter their student number in to the computer and then be directed to their tables.

Once students have completed their meal they will take their tray/dishes to the garbage area. The students will discard their meal in the following process:

1. Place their napkin in the basket
2. Place silverware in bucket of soaking water
3. Pour any unfinished milk into next bucket
4. Throw away anything recyclable (milk carton, plastic bags, paper items, plastic bottles etc.)
5. Throw away any uneaten food
6. Stack tray/dishes in window with same like colors.

**Milk Only**

The only item we offer al a carte is milk (1% White or Nonfat Chocolate). The cost for milk is $.50. Free/ Reduced school benefits DO NOT include milk only purchases.

**Family Cafeteria Account**

Every family has a cafeteria account that you can access through your Aspire account.

You can access this account anytime to see what your student(s) are being charged for. If you ever have any questions about your account you can email [mapu.weiss@canyongrove.com](mailto:mapu.weiss@canyongrove.com) or call the school at (801)785-9300.

**Account Balances**

As your students enter their numbers for their meal - or milk-only purchase - their cafeteria account will be charged accordingly. As the student’s account balance begins to dwindle, your student will be given a verbal notification that they are low of funds. Once the account is out of funds, you will receive daily emails stating that you are out of funds and a payment will need to be made. If your account goes into the negative by $10 or more, your student will not be able to receive a full meal until funds have been added. They will then have the option of being served the alternate meal, at no additional cost.

The alternate meal consists of a fruit - or vegetable - and a choice of milk.

**Payments**

You can make payments to your Family Cafeteria Account by:

1. Send Cash or Check with student which is turned into office.
2. Credit Card payments are made through your Aspire account.
3. If your Family Cafeteria Account goes into the negative by $.01, you will be notified by automated email to make a payment ASAP. The email will include total balance owed. You will continue to receive this email daily until the account is brought current.

* Any family is able to apply for Free/ Reduced Meals during anytime of the school year, even if the need is temporary.

If we notice that you have a negative balance we may also try to give you a courtesy call to obtain payment so that we can continue to feed your student(s).

**Things to Remember:**

* **Student Number (can get from your teacher)**
* **Breakfast is from7:45-8:25AM**
* **Second Chance Breakfast is during first recess (optional)**
* **Lunch time is based upon grade schedule**
* **Family Cafeteria Account is accessible through Aspire**
* **Ways to make payments for account(s):**
* Send Cash or Check with student
* Credit Card payment are made through Aspire

Thank you,

Mapu Weiss

Food and Garden Director

Canyon Grove Academy

[Mapu.weiss@canyongrove.com](mailto:Mapu.weiss@canyongrove.com)

(801)785-9300

USDA Nondiscrimination Statement

For all other FNS nutrition assistance programs, State or local agencies, and their subrecipients, must post the following Nondiscrimination Statement:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint\_filing\_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;

(2) Fax: (202) 690-7442; or (3) Email: program.intake@usda.gov.

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