



FOOD SERVICE PAYMENT POLICY SY 21-22

St. Mary's Springs Academy food service strives to provide nutritious meals for all of our students. We are again participating in the Seamless Summer Option (SSO) through the USDA to provide ongoing COVID-19 relief to families. Schools meals will be provided at no charge to all students.

Any family may apply for free or reduced priced lunch provided by subsidies from the federal government. Applications are available at each school office during the school year and the school website. *Receipt of free lunch meals does not depend on returning this application; however, this information would be necessary for other government programs that your family may qualify for.*

The no charge lunches apply only to qualifying meals. Milk purchased for cold lunches or a la carte purchases will continue to be charged to the family accounts. Families will want to continue to have funds in their accounts to cover these purchases.

Payments may be made in one of several ways:

Payments by Check or Cash: Checks can be made payable to SMSA and paid at any school office or mailed to Food Service, St. Mary's Springs Academy, 255 County Road K, Fond du Lac, WI 54937. We do not recommend cash payments, which can be lost or stolen, but if you choose to send cash be sure to put it in an envelope with your name as the payor and your student name(s) on the envelope or on a note inside.

Online payments: Food service payments can be made online using eFunds. Access is through the skyward family account on the food service page. [Make a payment link](#) will take you to eFunds page with instructions to set up the account. We use family accounts so you only have to set up one account. When looking for a student ID to set up the account, look at skyward family access student info page, "Other ID" is located below the student picture. There is a small processing fee for eFunds payments. Also available is a mobile app for payments. Information and instructions are available [here](#).

Banking bill pay option: You may use your banking bill pay options to have a check sent directly to the business office at 255 County Road K, FDL, WI 54937. Include food service on the memo line with family and student names so the business office can process the payment correctly. Please remember there will be a **several day delay** for the check to reach the business office.

Families will receive a low balance email when their family account falls below \$10.00.

An automated telephone call will go out to families once a week once the balance becomes negative.

A la carte purchases (smart snacks, second entrée's etc) will be automatically turned off when the account balance reaches \$-35.00 and will not be turned back on until the negative balance has been eliminated.

Parents/guardians may review their child (ren)'s food service purchases through skyward family access. Use the food service link on the left to review the weekly purchases of each student. Skyward gives the parent the ability to look at previous weeks purchases to check on what the student has been purchasing. Questions regarding family access should be directed to jpoetzel@smsacademy.org.

Don't want to allow your child to make additional purchases? Or limit the amount they may purchase on a daily basis? Skyward has the ability to allow parents/guardians to set daily limits for each of their children or not allow any extra purchases through family access. In family access, select food service on the left side and then "Set Purchase Limit". Or you may contact the food service director mkarrmann@smsacademy.org with your request. Unless the food service account is completely turned off, the student will always be able to purchase additional milks. Please contact Mary Karrmann if you do not want your child to purchase additional milks and we will adjust their point of sale option accordingly.