

Student Nutrition Services

Information About The School Lunch Service

Meals and ala carte items are available for purchase in every school cafeteria every school day. Meals and ala carte sales are tracked using an electronic debit Point of Sale system (POS). The amount of the purchase is subtracted from each student's account at the time of sale. To access student meal accounts, each student is given a Student ID number when they register in the district. This number will be used every time a purchase is made. It is the parent or guardian's responsibility to provide adequate funds to cover their child's daily purchases.

Families are encouraged to apply for free and reduced price meal benefits. Any family that falls into a negative balance will receive a written notification to encourage them to apply for free or reduced price meal benefits. Click the link to complete an [English Application](#) or [Spanish Application](#) .

SCHOOL LUNCH CHARGES:

The parent/guardian is responsible to pay the full price for meals until an application is approved. Students will be allowed to charge a meal to their account if they do not have funds to pay for lunch. All charges to the student's account are the responsibility of the parent/guardian. If negative charges accumulated before or during the application process, the parent/guardian is responsible for paying that debt up to the date that the free lunch status is approved.

Every effort (setting up a payment plan, reviewing the free/reduced meals program, etc.) will be made to collect payment prior to taking further action. If a student's meal account is in the negative, he/she will not be denied a reimbursable meal at any time; however meal accounts will continue to be charged and accrue accordingly if purchases are made.

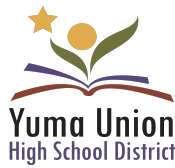
A student who requests a school meal will not be denied a reimbursable meal option, unless the student's parent or guardian has provided written permission to withhold a school meal. Parents can establish limits or prohibit the charging of food items. This request **MUST** be done in writing or by e-mailing bhiguera@yumaunion.org. When those restrictions are in place, a student will not be provided a meal.

A LA CARTE ITEMS:

A la carte items offered may vary per school. YUHSD does not allow charging for a la carte items. If a student has cash in hand and has a negative balance, students will be able to purchase a la carte item. Students may use their meal account to purchase a la carte items.

HOW DO I DEPOSIT MONEY INTO A STUDENT ACCOUNT?

Families are encouraged to prepay for meals. Money is accepted in the school cafeteria daily for payments on the day of service. Families may also add funds with a credit/debit card or electronic



check payment through MySchoolBucks, an online payment service at www.myschoolbucks.com. MySchoolBucks charges a convenience fee to use their service.

HOW WILL I KNOW WHEN TO MAKE A DEPOSIT?

My School Bucks can be used to check your child's account activity and set up low balance notifications. Families will be sent a low balance or past due balance to their email account on file.

CHECKS RETURNED FOR NON-SUFFICIENT FUNDS (NSF):

When a check is returned for "NSF", a letter will be sent to inform the parent(s) from the Student Nutrition Director. Payment for the NSF check must be in the form of cash, cashier's check, or money order. Payment must be received within ten (10) days of the date of the letter.

END OF SCHOOL YEAR BALANCES

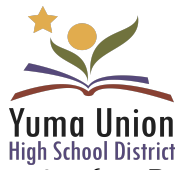
End of school year balances will remain in the account at the end of each school year and will be ready for use when the student returns at the beginning of the following school year until 12th grade. Parents/Guardians of graduating students may request the remaining balance be transferred to a sibling, or receive a refund by submitting a "Refund or Transfer Request Form", located under the Student Nutrition Department tab on the school district's website. A refund will only be issued to the Parent or Guardian on file. Unclaimed balances will be transferred to the Student Nutrition Department.

MOVING OUT OF THE DISTRICT/WITHDRAWAL:

When moving out of the District or when withdrawing from Yuma Union High School District, parents/guardians should contact the Student Nutrition Department to review their student's account and to receive a refund for any funds left in the account or pay any outstanding balance owed. Parents/guardians should complete a "Refund or Transfer Request Form", located under the Student Nutrition Department tab on the school district's website.

For more information or assistance contact the Student Nutrition Department at 928.502.4773 or email awhiddon@yumaunion.org or bhiguera@yumaunion.org

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

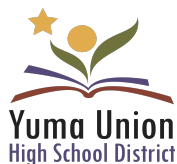
1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

(2) Fax: (202) 690-7442; or

(3) E-mail: program.intake@usda.gov.

This institution is an equal opportunity provider.



Información Acerca del Servicio de Nutrición para Estudiantes

Las comidas y los artículos a la carta están disponibles para su compra en todas las cafeterías escolares todos los días. Las ventas de comidas y artículos a la carta se controlan mediante un sistema electrónico de débito en el punto de venta (POS). El importe de la compra se resta de la cuenta de cada alumno en el momento de la venta. Para acceder a las cuentas de comidas de los estudiantes, cada uno de ellos recibe un número de identificación de estudiante cuando se registra en el distrito. Este número se utilizará cada vez que se realice una compra. Es responsabilidad de los padres o tutores proporcionar los fondos adecuados para cubrir las compras diarias de sus hijos.

Se recomienda a las familias solicitar los beneficios de las comidas gratuitas y a precio reducido. Cualquier familia que tenga un saldo negativo recibirá una notificación por escrito para animarles a solicitar los beneficios de comidas gratuitas o a precio reducido. Haga clic en el enlace para completar una solicitud en español. [Aplicación para almuerzos gratis o reducidos.](#)

CARGOS POR COMIDAS ESCOLARES:

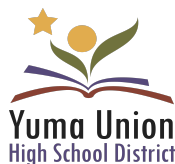
El padre/tutor es responsable de pagar el precio completo de las comidas hasta que se apruebe una solicitud. Los estudiantes podrán cargar una comida a su cuenta si no tienen fondos para pagar el almuerzo. Todos los cargos a la cuenta del estudiante son responsabilidad del padre/tutor. Si se acumulan cargos negativos antes o durante el proceso de solicitud, el padre/tutor es responsable de pagar esa deuda hasta la fecha en que se apruebe el estatus de almuerzo gratuito o reducido.

Se hará todo lo posible (establecer un plan de pago, revisar el programa de comidas gratuitas/reducidas, etc.) para cobrar el pago antes de tomar otras medidas. Si la cuenta de comidas de un estudiante está en negativo, no se le negará una comida reembolsable en ningún momento; sin embargo, las cuentas de comidas se seguirán cargando y acumulando en consecuencia si se hacen compras.

A un estudiante que solicite una comida escolar no se le negará una opción de comida reembolsable, a menos que el padre o tutor del estudiante haya proporcionado un permiso por escrito para retener una comida escolar. Los padres pueden establecer límites o prohibir el cobro de alimentos. Esta petición debe hacerse por escrito o por correo electrónico a bhiguera@yumaunion.org. Cuando esas restricciones estén en vigor, el estudiante no recibirá una comida.

ARTÍCULOS A LA CARTA:

Los artículos a la carta ofrecidos pueden variar según la escuela. YUHSD no permite el cargo a cuenta de artículos a la carta. Si un estudiante tiene dinero en efectivo en la mano y tiene un saldo negativo, los estudiantes serán capaces de comprar un artículo a la carta. Los estudiantes pueden usar su cuenta de comidas para comprar artículos a la carta.



¿CÓMO SE INGRESA DINERO EN LA CUENTA DEL ALUMNO?

Se recomienda a las familias a pagar por adelantado las comidas. Se acepta dinero en la cafetería de la escuela diariamente. Las familias también pueden añadir fondos con una tarjeta de crédito/débito o un pago con cheque electrónico a través de MySchoolBucks, un servicio de pago en línea en www.myschoolbucks.com. MySchoolBucks cobra una cuota de conveniencia para utilizar su servicio.

¿CUÁNDO DEBO HACER UN DEPÓSITO?

Puede utilizar MySchoolBucks para comprobar la actividad de la cuenta de su hijo y establecer notificaciones de saldo bajo. Las familias recibirán un aviso de saldo bajo o de saldo vencido en su cuenta de correo electrónico.

CHEQUES DEVUELTOS POR FONDOS INSUFICIENTES (NSF):

Cuando un cheque es devuelto por "NSF", se enviará una carta para informar a los padres de parte del Director de Nutrición Estudiantil. El pago del cheque NSF debe ser en forma de efectivo, cheque de caja o giro postal. El pago debe ser recibido dentro de los diez (10) días de la fecha de la carta.

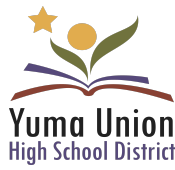
SALDOS DE FIN DE AÑO

Los saldos de fin de año escolar permanecerán en la cuenta al final de cada año escolar y estarán listos para ser utilizados cuando el estudiante regrese al comienzo del siguiente año escolar hasta el 12º grado. Los padres/tutores de los estudiantes que se gradúan pueden solicitar que el saldo restante se transfiera a un hermano, o recibir un reembolso presentando un formulario de solicitud de reembolso o transferencia "Refund Request Form", que se encuentra en la pestaña del Departamento de Nutrición Estudiantil en el sitio web del distrito escolar. El reembolso sólo se emitirá a los padres o tutores archivados. Los saldos no reclamados serán transferidos al Departamento de Nutrición Estudiantil.

MUDANZA FUERA DEL DISTRITO/RETIRO:

Al mudarse fuera del Distrito o al retirarse del Distrito Escolar de Yuma Union High, los padres/tutores deben comunicarse con el Departamento de Nutrición Estudiantil para revisar la cuenta de su estudiante y recibir un reembolso por cualquier fondo que quede en la cuenta o pagar cualquier saldo pendiente. Los padres/tutores deben completar un Formulario de solicitud de reembolso o transferencia "Refund Request Form", que se encuentra en la pestaña del Departamento de Nutrición Estudiantil en el sitio web del distrito escolar.

Para obtener más información o ayuda, póngase en contacto con el Departamento de Nutrición Estudiantil al 928.502.4773 o envíe un correo electrónico a awhiddon@yumaunion.org o bhiguera@yumaunion.org



De acuerdo con la ley federal de derechos civiles y las normas y políticas de derechos civiles del Departamento de Agricultura de los Estados Unidos (USDA), esta entidad está prohibida de discriminar por motivos de raza, color, origen nacional, sexo (incluyendo identidad de género y orientación sexual), discapacidad, edad, o represalia o retorsión por actividades previas de derechos civiles.

La información sobre el programa puede estar disponible en otros idiomas que no sean el inglés. Las personas con discapacidades que requieren medios alternos de comunicación para obtener la información del programa (por ejemplo, Braille, letra grande, cinta de audio, lenguaje de señas americano (ASL), etc.) deben comunicarse con la agencia local o estatal responsable de administrar el programa o con el Centro TARGET del USDA al (202) 720-2600 (voz y TTY) o comuníquese con el USDA a través del Servicio Federal de Retransmisión al (800) 877-8339.

Para presentar una queja por discriminación en el programa, el reclamante debe llenar un formulario AD-3027, formulario de queja por discriminación en el programa del USDA, el cual puede obtenerse en línea en:

<https://www.fns.usda.gov/sites/default/files/resource-files/usdaprogram-discrimination-complaint-form-spanish.pdf>, de cualquier oficina de USDA, llamando al (866) 632-9992, o escribiendo una carta dirigida a USDA. La carta debe contener el nombre del demandante, la dirección, el número de teléfono y una descripción escrita de la acción discriminatoria alegada con suficiente detalle para informar al Subsecretario de Derechos Civiles (ASCR) sobre la naturaleza y fecha de una presunta violación de derechos civiles. El formulario AD-3027 completado o la carta debe presentarse a USDA por:

1. correo:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; o´

2. fax:

(833) 256-1665 o´ (202) 690-7442; o´

3. correo electrónico:

program.intake@usda.gov

Esta institución es un proveedor que ofrece igualdad de oportunidades.

EF-EB

EXHIBIT

FOOD SERVICES

STUDENT NUTRITION SERVICES INFORMATION ABOUT THE SCHOOL LUNCH SERVICE

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End of School Year Balances

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Moving Out of the District/Withdrawal:

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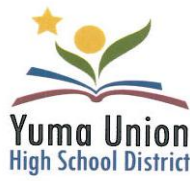
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Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) Fax: (202) 690-7442; or
- (3) E-mail: program.intake@usda.gov.

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Yuma Union High School District

Meal Account Balance Refund or Transfer Request

Please complete the information below and return to:

Student Nutrition Department, 3150 S Avenue A, Yuma AZ 85364 or email to awhiddon@yumaunion.org

Please call 928.502.4773 for assistance.

Positive balances for underclassmen will automatically carry over to the next school year. Refunds from student meal accounts are granted when a student graduates, leaves the district, or a special circumstance necessitates the refund. A refund will only be issued to the Parent or Guardian on file. Please choose one of the options below.

Student Name: _____ School: _____

Student ID#: _____ Balance: _____

CHOOSE ONE:

REFUND: I request the balance in the above named student's meal account be refunded to me.

Make Check payable to: _____

Mail Check to: _____

TRANSFER: I request the balance in the above named student's meal account be transferred to the following student's meal account:

Student Name: _____

School: _____ ID# (if known): _____

Reason for Refund:

Student has withdrawn from the Yuma Union High School District.

Student is/has graduated.

Other: _____

By signing below, I give approval for the above option to be completed:

Printed Name of Parent/Guardian

Telephone Number

Parent/Guardian Signature

Date