

ISD 728  
11500 193rd Ave NW  
Elk River MN, 55330



**RETURN SERVICE REQUESTED**



August 10, 2020

Dear Parent or Guardian,

In this mailing, you will find your child's PIN (Personal Identification Number) and account balance. The PIN does not change as a child changes schools and will follow your student throughout their years in the district. The PIN is also the keypad number. For the 2020-2021 school year, all Elementary students will be given a barcode to present at the cafeteria registers and students in the Middle and High School will scan their student id cards when making a purchase. A student may be asked their PIN number to confirm their identity when making purchases in the cafeteria. Please have your child memorize his/her number and keep it confidential.

<b>Name</b>	<b>KeyPad Number</b>	<b>Balance</b>
Student Name	00000	\$0.00

Payments can be made into student accounts by cash or credit card. We strongly encourage you to make payments online through Infinite Campus Parent Portal. This is the same system that families currently use for grades, course and school fees, bus routes, report cards, schedules and attendance, and is the same tool to view account balances and daily meal purchases. We also encourage you to take advantage of low balance e-mail notifications directly from Infinite Campus Parent Portal.

For cash payments, please include your child's first and last name on the envelope. If your children are at different schools, please make separate cash payments at each school. In-person cash payments are accepted before the school day and at the time of meal service.

Lunch prices for the 2020-2021 school year are Elementary \$2.95 and Secondary \$3.05. Breakfast prices for Elementary are \$1.35 and Secondary \$1.45. There will be no charge for students that qualify for free or reduced meal benefits. In the State of Minnesota ALL Kindergarten students receive free breakfast. We encourage your child to join us for a healthy breakfast, served daily.

If you have questions about our Food Service program, please call Michelle Jones, General Manager of Food Service at (763) 241-3409. We look forward to serving your family during the 2020-2021 school year.

*Please see additional Food Service information on the reverse side.*

### **Infinite Campus Parent Portal Food Service**

Visit [www.isd728.org/parentportal](http://www.isd728.org/parentportal) and log in to your parent account. Once logged in, select **Food Service** in the left hand menu. Here you can view your student meal accounts, including purchases, and add money directly into the accounts. Also, remember to sign up to receive low balance notifications via email -- you set the amount at which you want to receive the reminder.

### **Infinite Campus Parent Portal Meal Payment Instructions**

1. Click on Food Service in the left hand index
2. Click on "Pay."
3. Locate the box for the appropriate student account and enter the amount you would like to add and click "Add to Cart"
4. Click on My Cart on the right hand side of the screen.
5. Select "Payment Type." Note: You will need to register a payment method, if one has not already been added.
6. To add a payment type, enter "Payment Information" and click on "Continue." Confirm the payment choice and payment type.
7. In the "Receipt Email Address" field, enter the email address where the receipt should be sent.
8. Click "Submit Payment" to process payment.
9. Once the payment has been processed, you can view and print the receipt here too. The receipt will also be sent to the email address that was entered.

### **Free and Reduced Meal Applications**

Children need healthy meals to learn. Independent School District No. 728 offers healthy meals every school day. Breakfast costs for the 2020/2021 school year are \$1.35 for Elementary and \$1.45 for Secondary. Lunch costs are \$2.95 for Elementary and \$3.05 for Secondary. Your children may qualify for free meals or for reduced price meals. A new application must be submitted each year.

To apply, complete an online Application for Educational Benefits through Infinite Campus Parent Portal, the same system families currently use for grades, bus route, report cards, schedules and attendance. **To determine eligibility, please login and through Infinite Campus Parent Portal and scroll down to "More" and finally "Meal Benefits" to begin.** Step-by-step directions are provided within the application process.

Paper applications are available at [www.isd728.org/FARM](http://www.isd728.org/FARM) or at any school office location. Please return completed paper applications to Patricia Naugle, 19072 Triangle Road NW, Elk River, MN 55330 or by email to [patricia.naugle@isd728.org](mailto:patricia.naugle@isd728.org).

**Who can get free meals?** Children in households participating in the Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP) or Food Distribution Program on Indian Reservations (FDPIR), and foster, homeless, migrant and runaway children can get free school meals without reporting household income. Alternatively, children can get free school meals if their household income is within the maximum income shown for their household size on the instructions included with the application process.

**I get WIC or Medical Assistance. Can my children get free school meals?** Children in households participating in WIC or Medical Assistance do not automatically qualify for free meals. Children may be eligible for free or reduced-price school meals depending on other household financial information. Please fill out an application.

**Who should I include as household members?** Include yourself and all other people living in the household, related or not (such as grandparents, other relatives, or friends).

**May I apply if someone in my household is not a U.S. citizen?** Yes. You or your children do not have to be U.S. citizens for your children to qualify for free or reduced-price school meals.

**What if my income is not always the same?** List the amount that you normally get. If you normally get overtime, include it, but not if you get overtime only sometimes. For seasonal work, write in the total annual income.

**Will the income information or case number I give be checked?** It may be. We may also ask you to send written proof.

**If I don't qualify now, may I apply later?** Yes. Please complete an application at any time if your income goes down, your household size goes up, or you start getting SNAP, MFIP or FDPIR benefits.

If you have Free and Reduced Meal Application questions or need help, please call Patricia Naugle at [patricia.naugle@isd728.org](mailto:patricia.naugle@isd728.org) or call (763) 241-3515.

Sincerely,



Kim Eisenschenk, Executive Director of Business Services, ISD 728