

**WESTON PUBLIC SCHOOLS**

**ELEMENTARY LUNCH SUBSCRIPTION  
FIRST SEMESTER**

**September 2, 2014 – January 30, 2015**

**IMPORTANT- PLEASE READ CAREFULLY**

**Please note that cash is not accepted at Country, Woodland and Field Schools.**  
**Therefore, if your child purchases lunch only occasionally we suggest you consider sending in a minimum payment of \$50.00 to prepay lunches.**

All students are given a school meals debit account with a unique Personal Identification Number (PIN) to access that account. Each student's PIN will remain the same throughout their schooling in Weston. In order to prevent fraudulent use of PIN numbers your child's picture appears on the monitor each time their account is accessed. Money is only deducted from an account when a student uses the account to purchase meals and/or milk. When your child's account falls below \$15.00, a letter or email will be sent home to notify you that the account is low and it is time to deposit more money.

To make a semester payment, please begin by filling out the semester lunch form at the end of this letter. Online payments can be made at [www.myschoolbucks.com](http://www.myschoolbucks.com). To create a new account, you will need your child's PIN. Please call Tess at the Foodservice office (781-786-5295) to obtain this number. If you choose to pay online, we ask that you return the information form below, and check off "payment made on line". If you are paying by check, make it payable to "Weston School Lunch Fund", note your child's full name on the memo line and attach it to the form. Mail payment directly to the attention of Foodservices at the school's address where your child is enrolled or you may choose to bring payments directly to the Food Service office located in your child's school. Please do not send cash, as it may become lost or stolen.

**Reminder: Your child/children's accounts are meant to be debit accounts, not credit accounts.** Therefore we must ask you to make a deposit into your child's account before they continue to participate in the lunch program. If your child's account has a negative balance in it from last semester, you are expected to increase the amount of your payment to cover any past due amount, in addition to the next semester payment. All monies received will be used to pay off past due amounts first. Your child may be limited to a Low Balance Meal Option if negative balance is \$25.00 or more.

**Advanced Payment Options**

**OPTION #1: SEMESTER LUNCH SUBSCRIPTION** – Monies put on account are designated for student meals for the entire first semester.

**LUNCH INCLUDING MILK:**

Elementary First Semester Cost– 89 days @ \$2.25 = \$200.25

Kindergarten First Semester Cost -74 days @ \$2.25 = \$168.75

\* Milk not refundable if not consumed

**OPTION #2: SEMESTER MILK SUBSCRIPTION** – Monies put on account are designated for student milk for the entire first semester.

**MILK ONLY:**

First Semester Cost –89 days @ \$ .50 = \$44.50

Kindergarten First Semester Cost – 74 days @ \$.50 =37.00

**OPTION #3: CASH ON ACCOUNT** – monies put on account may be used toward the purchase of lunch or milk. We recommend a minimum deposit of \$50.00

SEE FORM BELOW:

Parents are asked to return the form below to the school your child attends with: “Attention of: Weston School Lunch Program”- at the following addresses:

Country School, 2 Alphabet Lane, Weston Ma. 02493

Field School, 16 Alphabet Lane., Weston Ma. 02493

Woodland School, 10 Alphabet Lane, Weston Ma. 02493

Please complete a separate form for each child. For those participating attach a separate check to each form returned unless your children are in the same school. Forms and checks should be sent to Manager at your earliest convenience.

CHECKS ARE TO BE MADE PAYABLE TO: WESTON SCHOOL LUNCH FUND

Contact information:

Country School – Diane Connolly – [connollyd@weston.org](mailto:connollyd@weston.org)

Field School – Kim Concannon – [concannonk@weston.org](mailto:concannonk@weston.org)

Woodland School – Kim Concannon – [concannonk@weston.org](mailto:concannonk@weston.org)

Director of Foodservices –Tess Sousa – [sousat@weston.org](mailto:sousat@weston.org)

**CIRCLE YOUR CHILD'S SCHOOL:**

**COUNTRY                  FIELD                  WOODLAND**

**LUNCH/MILK/CASH ON ACCOUNT – SUBSCRIPTION FORM**

Our Food Service selection for \_\_\_\_\_ (child's full name) whose  
Homeroom teacher is \_\_\_\_\_ (name of teacher) in the \_\_\_\_\_ School  
Grade \_\_\_\_\_; for the first semester of the 2014-2015 school year will be as follows:

**OPTION#1: SEMESTER LUNCH SUBSCRIPTION:**

- \$200.25 FOR ELEMENTARY LUNCH W/ MILK
- \$168.75 FOR KINDERGARTEN LUNCH W/MILK
- \$35.60 FOR PRE-APPROVED REDUCED LUNCH W/ MILK

**OPTION#2: SEMESTER MILK SUBSCRIPTION**

- \$ 44.50 Elementary
- \$ 37.00 Kindergarten

Please indicate type of milk desired:  – Skim     – 1%     – Non-fat Chocolate

**OPTION#3: CASH ON ACCOUNT**

- \_\_\_\_\_ (ENTER AMOUNT PAID)

**Form of Payment:**  – Check # \_\_\_\_\_ or  – Payment made on line

Parent's Signature: \_\_\_\_\_ Questions may be referred to the  
Foodservice Managers e-mails listed above. Additional forms may be obtained on line at  
[www.westonschools.org](http://www.westonschools.org) or in the Food Service office at each school.

*Please contact the Nutrition Service Office at any time with questions or concerns.*

*Thank you,*

*Teresa E. Sousa  
Director of Nutrition Services  
Weston Public Schools  
89 Wellesley St.  
Weston, MA 02493*

[foodservices@mail.weston.org](mailto:foodservices@mail.weston.org)

*PH: 781-786-5295  
Fax: 781-786-5279*