

Lunch Program Policy

The Waynesville R-VI School District's lunch program is a pre-pay program. Once your student reaches a negative balance they will be allowed to charge a full tray unless that charge would put them beyond a -\$10.00 limit. Students at WMS and WHS are allowed to purchase ala carte items as long as there is a positive balance on the account. If you do not want your student to be able to purchase ala carte items on their lunch account, please contact the Food Services Office at 573-842-2099.

Once your student reaches the point where purchasing a full tray would put them beyond the -\$10.00 limit, they will no longer be allowed to charge a choice lunch tray and will be served an alternative lunch tray, which includes all the components to be in accordance with USDA regulations for the Healthy, Hunger-Free Kids Act.

Past due notices are emailed and/or sent home with your student frequently. You may make a payment by sending cash, check, or money to school with your student or by mailing payments to the Food Services Office at 200 Fleetwood Drive, Waynesville, MO 65583. You may also pay with a debit/credit card or electronic check using our online meal payment service called MySchoolBucks at

myschoolbucks.com. Please allow up to 24 hours for all payments to be posted to the account. Your student will not be able to charge a full tray and will receive an alternative meal until the system reflects payment to bring their account current.

You may check your student's balance at any time by contacting your student's school or the Food Services Office. Additionally, once registered for MySchoolBucks, you will be able to check balances and sign up to receive notifications and/or low balance alerts.

We highly encourage all families to fill out a free/reduced meal application. Your student's status from the previous year will carry over for until October 1 or until a new application is received (whichever comes first). A new application must be filled out each year, and only one application per household is needed.

Meal price information can be found on the Waynesville R-VI School District website by visiting: <https://www.waynesville.k12.mo.us/Page/4346>.

If you have any questions concerning your student's meal account, please contact the Food Services Office at 573-842-2099 (Monday – Friday 7:30am – 4:00pm).

Nondiscrimination Statement and Complaint Process

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, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or 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 discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) 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.

This institution is an equal opportunity provider, employer, and lender.