

# What you need to know about PPS cafeteria meal accounts

## How do I apply to receive free or reduced-price meals?

Submit a family application at the beginning of each school year. If your household meets the eligibility guidelines, your child(ren) will be approved for free or reduced-price meals.

Families may apply online at [www.pps.k12.or.us/departments/nutrition](http://www.pps.k12.or.us/departments/nutrition)

Applications for free or reduced-price school meals are also available from your school office or cafeteria.

## How do students' meal accounts work?

Each student has a personal debit account linked to his or her student identification number which is found on the fall registration form. Students scan a personal ID card that is kept in the cafeteria for their use at mealtime or enter the number on a keypad. A detailed transaction report can be printed for any child's account.

## How can I prepay for meals online?

First, find your child's student identification number on the fall registration form.

Second, go to [www.myLunchMoney.com](http://www.myLunchMoney.com), click on "Enroll Now" and follow the directions. There is a \$1.95 fee per transaction.

## Use "Smart Pay" so that your child always has lunch money!

Smart Pay gives you the option to automatically replenish your child's account when the balance is low. Smart Pay also sends a monthly transaction report of all [myLunchMoney.com](http://myLunchMoney.com) transactions.



## How does my child buy school lunch?

It is the responsibility of parents or guardians to PREPAY for school meals or to provide a lunch from home. There are three prepayment options:

- 1) Enroll in the online prepayment service [myLunchMoney.com](http://myLunchMoney.com).
- 2) Bring a check made payable to *Portland Public Schools* to the cafeteria. Write your child's first and last name on the check.
- 3) Deliver a cash prepayment to the cafeteria.

## What happens when my child's school meal account is low or out of money?

When your student's account is low or out of money, he or she will be reminded to bring money and/or given a note to take home. Families may also be contacted by phone or by email if they have provided a current email address to their school cafeteria.

If your student's account remains unpaid, he or she will be offered emergency food consisting of milk, fruit and vegetables.

**For information about a student's meal account, please contact your school cafeteria. If you have other questions, contact Nutrition Services central office at 503-916-3399.**

### New Lunch Prices

Grades PK-5	\$2.40
Grades 6-8	\$2.65
Grades 9-12	\$2.90
Reduced Price	\$ .40
Adult	\$3.95
Milk a la carte	\$ .50

### Breakfast Prices

Grades PK-5	\$1.10
Grades 6-8	\$1.10
Grades 9-12	\$1.35
Reduced Price	No Charge
Adult	\$1.85