

TO: All CTC Students

FROM: Mrs. Overly, Food Service Instructor

DATE: August 20, 2009

SUBJECT: Cafeteria Guidelines and Procedures

We would like to take this opportunity to welcome you to our school cafeteria. We are very proud of the food and service we provide to our students. We believe that good nutrition is essential to your health and educational success. We also believe that school meals that meet the dietary guidelines should taste good and be appealing. If you have any special dietary needs, we would be happy to accommodate you. Please provide us with a statement from your physician indicating what your condition is and what foods must be omitted from your diet.

CAFETERIA OPERATING HOURS:

BREAKFAST 7:55 a.m. til 8:20 a.m.
 8:20 a.m. til 8:25 a.m. "Grab n' Go" ONLY

LUNCH SR. 10:41 a.m. til 11:11 a.m.
 JR. 11:46 a.m. til 12:16 p.m.

The Pike County CTC has a "NO CHARGE" policy.

MEAL PRICES AND WHAT IS CONSIDERED A MEAL

<u>BREAKFAST</u>	STUDENT	ADULT
	\$.85	\$1.00
REDUCED	.30	
<u>LUNCH</u>	\$1.75	\$2.50
REDUCED	.40	

For lunch we offer five (5) food items from the four (4) basic food components. These components are: meat/meat alternate (such as cheese), vegetables, and/or fruits, grains/breads, and milk. You may choose ALL the items from the menu for that day, or you may choose to decline up to two (2) items.

For breakfast, you may decline one (1) of the posted menu items.

All of our menu items may be purchased individually or “ala carte”.

These prices are as follows:

<u>Lunch</u>		<u>Breakfast</u>
Main entrée	\$1.50	.75
Vegetables	.75	
Fruits	.75	
Breads	.10	
Milk	.30	.30
Second Entrée	1.00	
Water	No Charge	.50

HOW TO PAY FOR MEALS

Qualified students may be eligible to receive free or reduced price meals. Qualified students receive one meal with all the food components. You must pay for any “EXTRAS.” Paperwork to apply may be obtained from your vocational instructor or the food service office. It is very important to return completed paperwork **AS SOON AS POSSIBLE** to ensure your meal status is recorded accurately. Until your paperwork is received, your status from your “Home” school will carry over. **AGAIN**, it is very important to turn your paperwork in as soon as possible.

We use a system called “Food Service Solutions”. This is a computer-based point-of-sale system which provides many benefits. Students are required to have their fingerprints recorded at the cafeteria “point of sale” during the first days of school. This ensures that no other student can access their account and they can be confident that no one else knows their meal status (free, reduced, full, or pre-paid).

With this system, you have the option of purchasing meals days, weeks, even months in advance. Money can be placed on individual student accounts. Parents may request a report from the cafeteria that details the participation history of the student to monitor what they eat and how money is spent.

DISCIPLINE IN THE CAFETERIA

Students are expected to be courteous at all times. Offensive behavior will not be tolerated.

STAFF

Along with our two (2) full-time cooks, Valerie Richardson and Cindy Davis, our cafeteria is staffed by students in our Basic Food Service Program. These students are conducting on the job training to obtain skills in their chosen career field. They do an outstanding job, but please remember that they are enrolled in a vocational program (just as you are) to learn. Please have patience and understanding.

SERVICE

We operate two (2) lines in our cafeteria to serve you better. The lines will run the same menu items. We will also have available in our cold cases, a SUB sandwich and an Entrée Salad. You may choose one of these for your meal in place of the “Hot” meal provided. These are what we call our “Grab n’ Go” items.

Any student (free, reduced, full or pre-paid) may choose to eat from either line and receive a complete balanced meal that meets the guidelines for child nutrition

I hope this has been helpful and we look forward to a super year!

If you have any questions, please feel free to call our food service office at any time. (740) 289-5840