

Cohoes City School District

District Food Service Office

1 Tiger Circle

Cohoes, NY 12047

Brian Nolan, Food Service Director

237-9100 Ext. 1411

School Year 2016-2017

Dear Parent/Guardian:

Welcome to the Cohoes City School District for the 2016-2017 school year. The district's food service program is excited to work with your children to provide healthy meals during the school day.

Because your students are new to the district, it is important for you to know the following:

- All students in the district have an individual food service account, which you may add money to at any time. Students can make purchases with this account through the use of account number at the register. Please contact the food service for your child's account number. To add to this account, you can use our new MySchoolBucks online system or a check, made out to "School Lunch Fund" and returned to the child's school. List the account number on the check. Students may also use cash to make purchases.
- This year, we are pleased to announce the option of the online payment system MySchoolBucks for school meals. To register for MySchoolBucks, parents/guardians can log on to the Web site www.myschoolbucks.com, create a parent account and add money to their child's account with a credit card. Parents will be able to see their child's purchase history for 30 days and receive E-mails when the account balance is low. You must contact the Food Service Office for your child's student ID #.
- All Elementary and Middle School students receive a free breakfast every day through a federal program.
- Cohoes School District has a charge policy for meals. Grades 6-12 can charge up to \$2.75, beyond that limit students will receive a cheese sandwich, fruit, vegetable and white milk which will be charged to your child's account. This policy is strictly enforced so please make sure you check your child's account on a regular basis.
- You may be eligible for free or reduced-price meals. Please see the enclosed application and return it to your child's school. You will be notified by mail if you are qualified. If you receive (SNAP) Supplemental Nutrition Assistance Program or Aid to Dependent Children/Temporary Assistance to Needy Families ADC/TANF, you may receive a letter in August from the NYS Office of Temporary and Disability Assistance that will simplify the process for your child or children to receive free meals at school. Please fill out the grades and schools of your children on this form. If you turn this form in and all children are listed on this letter you don't need to fill out and application. **You will receive only one letter. If you lose it, it will not be replaced by Social Services.**
- School menus are available on our Web Site, www.cohoes.org.

Please call with any questions.



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Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly.

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- (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.ontake@usda.gov

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