



# Kewaskum School District

*The Kewaskum Community Schools ignite a passion for learning.*

July 1, 2022

## **RE: Family Balance Policy**

Dear Parent/Guardian:

To ensure every child will continue to be fed, Kewaskum School District will allow your Family Balance to go \$10.00 into the negative (-\$10.00). We would appreciate, however, if you would please try to keep your balance in the positive.

How Kewaskum School District will communicate with you:

- If you have selected in Family Access the email notification of low balance, a daily email will go out to you once your Family Balance falls under \$10.00 (in the positive). You will continue to receive those emails until your balance is over that amount.
- Phone calls will go out twice a week (on Mondays and Thursdays) once your Family Balance falls under \$10.00 (in the positive). You will continue to receive those weekly phone calls until your balance is over that amount.
- The Nutrition Services Secretary or School Principal will call any family that has a balance in the negative.

If a balance should fall below the -\$10.00, a token lunch will be provided to your child. A token lunch will consist of a cheese sandwich and a milk. If there is a continual problem with this negative balance, Kewaskum School District will reserve the right to deny your child any lunch.

At any point your balance falls into the negative (-\$0.01), your child will not be allowed to purchase any a la carte from our Nutrition Services Program. This would include an extra entrée, extra sides, or extra milk.

For More Information, you may contact Nutrition Services

Terri Miller – Nutrition Services Director – (262)626-3105 ext. 4105 [TMiller@kewaskumschools.org](mailto:TMiller@kewaskumschools.org)

Becky Ehmer – Nutrition Services Secretary – (262)626-3118 [behmer@kewaskumschools.org](mailto:behmer@kewaskumschools.org)

Kewaskum Elementary, 1415 Bilgo Lane, PO Box 127, Kewaskum, WI 53040-0127 • Farmington Elementary, 8736 Boltonville Road, Kewaskum, WI 53040  
Kewaskum Middle, 1676 Reigle Drive, PO Box 432, Kewaskum, WI 53040-0432 • Kewaskum High, 1510 Bilgo Lane, PO Box 426, Kewaskum, WI 53040-0426  
District Office, 1455 School Street, PO Box 37, Kewaskum, WI 53040-0037

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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; or

**2. fax:**

(833) 256-1665 or (202) 690-7442; or

**3. email:**

[program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.