



## PENN CAMBRIA SCHOOL DISTRICT

*Excellence in Public Education*

### Food Service Department – School Meals Program

#### 2021-2022 School Year

Administration Office  
201 6th Street  
Cresson, PA 16630  
(814) 886-8121  
(814) 886-4809 (Fax)

High School  
401 Linden Avenue  
Cresson, PA 16630  
(814) 886-8188  
(814) 884-3977 (Fax)

Middle School  
401 Division Street  
Gallitzin, PA 16641  
(814) 886-4181  
(814) 886-9308 (Fax)

Intermediate School  
376 Wood Street  
Lilly, PA 15938  
(814) 886-8532  
(814) 886-5389 (Fax)

Primary School  
400 Main Street  
Lilly, PA 15938  
(814) 886-2151  
(814) 886-5419 (Fax)

Pre-Primary School  
205 6th Street  
Cresson, PA 16630  
(814) 886-8166  
(814) 886-4809 (Fax)

#### Dear Families,

A packet is attached which includes general information regarding our Food Service Program and the *Free and Reduced Price School Meals* application process.

Through waivers offered by the USDA, all students at Penn Cambria are eligible for breakfast and lunch at no charge during the 2021-22 school year. However, qualifying for free or reduced-price meals also makes your family eligible for other benefits. **We strongly encourage families to complete the meal application for the 2021-22 school year.**

#### This Packet Includes:

**Letter to Households** – Notification of the District's participation in the Seamless Summer Option for the 2021-22 school year.

**Online Application for Free and Reduced-Price Meals** – Instructions for completing your online application.

**Food Service Solutions** – Information regarding the food service software system and breakfast and lunch meal prices.

**A la Carte Denial Form** – To be completed if you do not want your child to be permitted to purchase A la Carte items.

**Myschoolaccount** – A quick and easy way to add money to your child's meal account through ACH payments.

If you have any questions or concerns, please call (814) 886-8121 x1103.

**Jill M. Francisco, CPA, PCSBA**  
**Business Administrator**



# PENN CAMBRIA SCHOOL DISTRICT

## SSO Letter to Households

August 1, 2021

Dear Parent or Guardian:

We are pleased to inform you that Penn Cambria School District will be participating in the Seamless Summer Option (SSO) in the 2021-2022 school year. This program is available to schools and districts as part of the waivers issued by USDA on April 20, 2021.

All enrolled students of Penn Cambria School District are eligible to receive a nutritional breakfast and lunch each school day at **no charge** to your household.

No further action is required of you. Your child(ren) will be able to participate in these meal programs without paying a fee or submitting an application.

**However, we strongly encourage you to complete a free and reduced-price meal application for the 2021-2022 school year for the following reasons:**

- The USDA has informally announced that Pandemic Electronic Benefit Transfer (P-EBT) will continue into the 2021-2022 school year. P-EBT is available to all students who are eligible for free and reduced-price school meals for the purpose of providing funds on an EBT card for students that did not have access to school meals due to school closures (to purchase food outside of school). If an application is not completed, the District does not have the student identified as free or reduced and the household will miss the additional benefit.
- The free/reduced status in the 2021-22 school year will carry over into the 2022-2023 school year for the first 30 days of operations. Completing the application will help to avoid any gap in benefits.
- Under the Federal Emergency Broadband Benefit (EBB) program, families that are eligible for free or reduced-price meals are also eligible for a discount of up to \$50/month on internet service from participating providers.
- The District receives various federal and state grants based on the percentage of free and reduced eligible students.

If we can be of any further assistance, please contact the Penn Cambria Food Service Office 814-886-8121 ext. 1103.

Sincerely,

**Jill M. Francisco, CPA, PCSBA**  
**Business Administrator**  
**Penn Cambria School District**

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs.

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, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may 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 complaint of discrimination, complete the USDA Program Discrimination [Complaint Form](#), (AD-3027) found online at, <https://www.usda.gov/oascr/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) E-mail: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

**ATTENTION:** If you speak Spanish, language assistance services, free of charge, are available to you. Contact your child's school.

**ATENCIÓN:** Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Comuníquese con la escuela de su niño.

## Online Application For Free and Reduced Price Meals

Now families can apply for free or reduced price school meals through the National School Lunch Program online!

The application can be completed in one of the following ways:

1. Go to <http://www.schoolcafe.com> (preferred).
2. Go to <https://www.compass.state.pa.us>. COMPASS (Commonwealth of Pennsylvania Access to Social Services) allows Pennsylvanian's to apply for social service programs, such as Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), Energy Assistance, Children's Health Insurance Program (CHIP), etc., online. Families can use COMPASS to apply for free or reduced price school meals only, or they can apply for other services at the same time (SNAP, TANF, etc.).

Once you access COMPASS, select Apply for Benefits. Parents will select the programs they wish to apply for and be directed through a series of questions regarding those programs. Please enter Cambria, the county of the school when you apply. This may not necessarily be your home county. Select Penn Cambria as the school your child attends.

Once the questions have been completed, the COMPASS system will direct your information to each appropriate program office and the school you selected will receive the Free and Reduced Price School Meals Family Application. The school will notify you if you are eligible for free or reduced price meals.

3. You can continue to use the paper "Household Application for Free and Reduced Price Meals" if you prefer. This can be obtained by calling the Penn Cambria School District at 814-886-8121 ext. 1103 or emailing [dorschcs@pcam.org](mailto:dorschcs@pcam.org).

**If you apply for free or reduced price school meals through schoolcafe or COMPASS, you do NOT need to submit a paper application.**



# Penn Cambria School District

## FOOD SERVICE SOLUTIONS

Dear Parents,

Food Service Solutions is a software program that will allow you to place money into an account that can only be accessed by your child for his/her meals and/or a la carte items. The system takes into account free and reduced meals, keeps track of qualified children confidentially, and reports to the National School Lunch Program the number of meals served in each school on a monthly basis. We urge you to take full advantage of this system by placing money into your child's account on a weekly, bi-weekly, or monthly basis. Furthermore, you can log onto [www.myschoolaccount.com](http://www.myschoolaccount.com) to track what your child is eating, how much money is in the account, and to make electronic check payments. Directions for creating a parent account are enclosed.

Parents who prefer to send cash payments may place money into their child's account using food service envelopes available at each school. For cash payments:

- Include your child's name, school, and the amount of money you want for meals or A la Carte (additional food) items.
  - ***All enrolled students are eligible to receive breakfast and lunch each school day at no charge to your household for the 2021-22 school year.***
  - The complete A la Carte price listing can be found on the Penn Cambria School District website under Food Services.
- Your child should give this envelope to the cafeteria staff in the morning so the money can be credited to his/her account.

No child will be refused a meal due to a low account balance. Your child's account balance will be reduced daily by the amount he/she spends for meals and A la Carte items. If your child has a negative balance, you will receive a weekly automated phone message notifying you that you must send sufficient funds to pay off the debt and fund future meal purchases. In addition, for any balance less than negative \$5.00, a detailed statement will be sent via mail to the Parent/Guardian on a monthly basis.

The A la Carte account is optional and is used to purchase milk on days students do not buy a school lunch, or to purchase extra food items or milk in addition to the regular school meal. All children have access to purchasing A la Carte items the first day of school. No A la Carte items can be purchased by any student when there is a negative balance in their account or if there are insufficient funds to cover the items being purchased. However, not all parents want their children to continue to have this option throughout the school year. Therefore, you will find an A la Carte permission denial form enclosed. If you do not want your child to have the option to purchase A la Carte, please complete and return this form with your child on the first day of school or send it in the mail.

Should you have any questions or concerns, please contact the Food Service Office at (814) 886-8121 ext. 2152.

Also reference Board Policy 808 which can be accessed at:  
<http://www.boarddocs.com/pa/pcam/Board.nsf/Public#>.

**2021-2022 SCHOOL YEAR  
 PENN CAMBRIA FOOD SERVICE  
 A LA CARTE DENIAL FORM**

**ONLY COMPLETE THIS FORM IF YOU DO NOT WANT YOUR CHILD  
 TO BE ABLE TO PURCHASE A LA CARTE ITEMS.**

A LA CARTE ITEMS MAY INCLUDE SNACKS, EXTRA MILK,  
 EXTRA FRUIT, EXTRA VEGETABLES, ETC.

Enter the name, school building and grade for each child for whom you are **DECLINING** the  
 A la Carte option. Make sure to sign and date where indicated.

Return the form to school with your child or send it to Penn Cambria Food Service, 201 6<sup>th</sup>  
 Street, Cresson, PA 16630. Any questions, please feel free to call 814-886-8121 ext. 2152.

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Child's Name (First Name, Last Name)	Building (High School, Middle School, Intermediate, Primary, Pre-Primary)	Grade (Pre-K, K, 1, etc.)

Use additional forms if necessary.

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**Signature of Parent/Guardian:** \_\_\_\_\_

**Date:** \_\_\_\_\_





## Penn Cambria School District



Dear Parents,

Our school district offers an online service that will allow you to monitor your children's food purchases, track what your children have been eating for the past 30 days, make deposits directly into their meal accounts, and have an email reminder sent to you when an account balance gets low. Student debit account deposits can be made through ACH payments. Each child's account will be updated nightly so that account balance information and payments will be current as of the following day.

In order to take advantage of this convenient service, you will need to create a parent account. This requires you to:

1. Go to [www.myschoolaccount.com](http://www.myschoolaccount.com).
2. Click "Create Account" on the top menu bar.
3. Fill in the required information on the "Parent Account Sign-Up page."
4. Choose Penn Cambria School District from the "School District" drop down menu.
5. Create a User ID and Password.
6. Click the "Accept" box, and then click "Signup." An email will be sent to your email address that will contain a "verification code."

After you receive the "verification code" you may begin to add your children's information. To do this, you will need to:

1. Go to [www.myschoolaccount.com](http://www.myschoolaccount.com) and login using your previously created user ID and password.
2. Enter the "verification code" to verify your account and email address.
3. Begin adding your children's information according to the guidelines provided. You will need each of your children's student ID numbers and date of birth to add each student. If you do not remember your children's ID numbers, they can be obtained by contacting the Food Service office at 814-886-8121 ext. 1103.
4. After the students are added you will be able to view their food service account activity and make payments to the student food service account.

Note: A parent account can be linked to many children, but a child can only be linked to one parent.

We urge you to take full advantage of this system by making deposits into your children's accounts on a weekly, bi-weekly, monthly, or annual basis. You are free to choose the amount of each deposit. There is a \$1.95 fee per transaction for the ACH payment service. Any money that is not spent by the end of the school year will be available the following school year. If you have already created a parent account at [www.myschoolaccount.com](http://www.myschoolaccount.com), you do not have to create another account. These services are already available to you. If you have any questions about this, please contact the Penn Cambria Food Service Office at 814-886-8121 ext. 1103.

Learn more about FSS®, the provider of [www.myschoolaccount.com](http://www.myschoolaccount.com), by visiting [www.foodserve.com](http://www.foodserve.com).