

KOMAREK SCHOOL
DISTRICT 94
2018 – 2019



Dear Parents and Guardians;

The 2018 - 2019 school year will begin our fifth year with Quest Food Management Services. Komarek receives hot lunches cooked daily at Riverside Brookfield High School by cooks from Quest Foods. The 2018 – 2019 school year will also kick-off our brand - new breakfast program. Breakfast and lunch will be served daily beginning on the first day of school, Monday, August 20th. Breakfast will be served in the cafeteria on the lower level of the west building. Students will enter through the Principal's office doors 7:45 am. The program is open to all Komarek students in grades Kindergarten through 8th, at the cost of \$2.00 per day. Students with waived lunch will also receive waived breakfast, as students who receive reduced lunch for **.40¢** a day will receive breakfast at the reduced cost of **.30¢** a day. Breakfast will begin at 7:45 a.m. daily and students will be dismissed to their classrooms at 8:10 am. Below you will find directions on setting up an account with MEALTIME, our lunch and breakfast program software vendor.

This information below is for parents of PAID STUDENT, REDUCED STUDENTS and FREE STUDENTS. There is a separate section depending on your child's breakfast/lunch status. Please take the time to read the appropriate section below. We do realize you may not know your child's lunch status at this point, waivers of registration fees and lunch fees will be available at both registrations, on July 19th and August 2nd and by contacting Kathy Gibson at 708-447-8030, extension 109.

PAID STUDENT SECTION

Students in grades Kindergarten – 4th grades receive an ID card that a parent may put money on to purchase a **breakfast w/milk for \$2.00 and/or a lunch w/milk for \$4.00 or milk alone for .40¢**. The ID cards are used only at lunch and do not go home with the students. The Lunch Program does not take money during lunch. It becomes very time consuming in the lines and difficult for the little ones to handle money and their food. Students in grades 5-8 will use a keypad to enter their Lunch Program ID #. We have all but eliminated misplaced lunch money by stopping this practice and implementing the Mealtime computerized system.

To set up an account:

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1. Go to the www.komarekschool.org website, click on the Mealttime icon and create a profile, username, password, and the ability to set up a low balance threshold reminder. Setting up an account will also allow you to look up what your child chose for lunch each day. You will need your student's Customer ID#, which is their PowerSchool computer number, this is the same number as last year and the number you used to pre-register your child this school year. Please call Mrs. Gibson at 708-447-8030, option 5 if you do not know your student's ID#. After you complete the profile, log back in and click on the button "Make a Deposit".
2. At the bottom of the next page, you will see "Add Student", choose Illinois, then "Komarek School" and click the box next to Komarek to get another drop-down and click "Komarek" there. These steps are necessary of other districts with multiple schools, a little repetitive for us. Finish adding your student by name and Customer ID#. You must enter each student separately.
3. At this point, you may add funds by credit or debit card, there is a \$25.00 minimum and a 4.9% fee, which equate to only \$1.23 on \$25.00, and \$4.92 on \$100.00. The funds are available within minutes of being added. If you want to avoid the fee and/or put a smaller balance on their account, simply, send the amount in a **sealed** envelope with their **name** and **Lunch/Breakfast Program written on it**. Instruct them to give it to their teacher, who will forward it to the Office to be added to their account. By setting up the account originally you can always check on their balance, add funds if need be or simply continue to send in money periodically. We do encourage parents to use the online payment method, as this is the safest way to make sure the funds get on the account in real-time.

During the 2017-2018 school year, we had an issue with a few students using their cards to purchase milk by itself, without their parents putting money on the cards, and the parent not being aware that is what their student was doing. Check with your child. We also have students that purchase two milks a day, which raises the daily cost. Please check with your student. If this is the case, you may need to add additional funds each time. Please note, all lunch program checks are to be written to Komarek School.

Breakfast for a five-day week is \$ 10.00 and Lunch for a five-day week is \$20.00. We recommend that you put more than \$50.00 on your child's account so you will not have to add money as often. You may pay for one month or two, or a half year, it is up to you. Below are a couple examples.

Breakfast one week – 5 days x \$2.00 = \$10.00

Lunch one week – 5 days x \$4.00 = \$20.00

Breakfast August through September – 29 days x \$2.00 = \$58.00

Lunch August through September – 29 days x \$4.00 = \$116.00

Breakfast – October - December 20

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56 days x \$2.00 = \$112.00

Lunch October – December 19 (Winter Break, 20th is a half day)

55 days x \$4.00 = \$200.00

Milk Only - \$0.40 x 29 days, August through September = \$11.60

August	10 lunch days	10 breakfast days
September	19 lunch days	19 breakfast days
October	20 lunch days	21 breakfast days
November	17 lunch days	17 breakfast days
December	13 lunch days	14 breakfast days
January	18 lunch days	18 breakfast days
February	18 lunch days	18 breakfast days
March	16 lunch days	16 breakfast days
April	21 lunch days	21 breakfast days
May	20 lunch days	20 breakfast days

REDUCED STUDENT SECTION

For all those who have been approved for the .30¢ a day for breakfast and .40¢ a day for lunch, please remember your child gets a **complete lunch.** which includes milk for .40¢. **If they just get milk, it is also .40¢.**

Please follow the instructions for Paid Parents above, numbers 1 – 3.

Examples of lunch costs for 2018-2019

Breakfast one week – 5 days x .30¢ = \$1.50

Lunch one week – 5 days x .40¢ = \$2.00

Breakfast August through September – 29 days x \$.30¢ = \$8.70

Lunch August through September – 29 days x .40¢ = \$11.60

Breakfast – October - December 20

56 days x .30¢ = \$16.80

Lunch October – December 19 (Winter Break, 20th is a half day)

55 days x .40¢ = \$22.00

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FREE STUDENT SECTION

For those with students approved for Free Breakfast and Lunch, you do not have to put money on their account. However, you can set up an account which will allow you to look up what your child chose for lunch each day and if your child wants to purchase extra milk, which is .40¢ you can put money on the account just for the milk, if not; there is nothing you need to do. You will need your child's ID number which is the same number you used to pre-register your child for school this year. If you have questions about your student's lunch status during the year please, email me at kgibson@komarek94.org, or call 708-447-8030, option 5, or stop by the District Office.

IMPORTANT: A student approved for Free Breakfast and Lunch must take an entire lunch, not just milk. If they take only milk, there is a charge of .40¢ because it is not considered a reimbursable meal. In addition, if your child gets a 2nd lunch, that lunch is not waived and current cost of \$4.00 is due for the 2nd lunch. Please discuss these procedures with your child.

Thank you. We appreciate your time!

Sincerely,

Kathlene Gibson
Business Coordinator
Komarek School Dist. 94
708-447-8030 ext. 109
kgibson@komarek94.org