

How to Pay:

Every student has a meal account and it may be funded the following ways:

Money may be deposited in a student or staff account online with **RevTrak** at:

<http://urbandaleschools.revtrak.net/tek9.asp>
OR

by using cash or checks made payable to:
Urbandale Schools Nutrition Services. Middle and High School students may also pay cash at the register.

Creating Your On-Line Payment Account:

For use in RevTrak, you will need your **Student(s) ID #** and a **valid email address.**

To inquire about your student's ID #, please call or email Cathy Conklin.

Pay with credit or debit cards, over the internet 24/7. **Payments submitted online via RevTrak prior to 10:30am will be available for the current days lunch fees. You may not be able to see this, but we can.**

A **payment receipt** will be **emailed** to the address used when setting up the web store account. To view/print previous online payments or to update login information please click on My Account.

RevTrak allows you to **make payments, check balances** and sign up to request **low balance emails** to be sent to you when your students' balances fall below the level you choose. There is no fee to make online payments.

NEW - DIGITAL ID CARDS:

School Café App is available for download on both Apple and Android devices. **More information to come.**

Free/Reduced Meal Application Process:

The website and process for **Free or Reduced Applications** is **NEW** for the **2018-2019 school year.** <https://www.schoolcafe.com>

You will **LOSE** your previous year's assistance and move to **FULLY PAID status** if you fail to reapply by the following dates:

Rolling Green - September 10, 2018

All other schools in the Urbandale District -
October 4, 2018.

You must reapply every school year for Meal Assistance.

The 2018-2019 school year application will be available in late July.

If you have any questions, please contact **Cathy Conklin** at 515-457-6913

Special Menus or Substitutions:

Diet Modifications will be made only when the diet modification form is correctly filled out, signed by the parent and a recognized medical authority, and submitted back to:

Cathy Conklin
Director of Nutrition Services

This form can be located on the District's web site under quick links. Go to forms and then click on Food and Nutrition Services.

Special Events:

Want treats for a classroom party or birthday.

Orders may be placed online at:
<https://urbandaleschools.revtrak.net>
located under classroom treats.

Please give us a one week lead notice.
Free delivery to all Urbandale Schools.

Menu Information:

Our menus are designed to offer nutritional meal choices, while following nutritional guidelines set by the USDA. School meals are planned to include the following required five components; meat/meat alternate, grains, fruits, vegetables, and milk. The complete menu is served to our Pre-School through 2nd grade students. All other students **must take 3 of the 5** components offered. **One (1) component must be a fruit or vegetable to qualify as a meal.**

Ala carte items and **second meals** are available to purchase at the Middle and High School level. Please know that **second meals** purchased on a student account will be at **the Adult price.**

If your family qualifies for free or reduced meals, when you bring a sack lunch **milk is not free**, you will pay the full price for it.

Menus **may need to be changed due to the availability of the products** at any given time.

Meal Prices:

Elementary breakfast is served daily starting at 8:30am in all buildings.

Reduced Meal Cost:

Breakfast \$.30
Lunch \$.40

Fully Paid Meal Cost:

Breakfast \$2.00
Lunch \$2.50

Middle School:

Breakfast is served daily 7:30 - 7:50am.

Reduced Meal Cost:

Breakfast \$.30
Lunch \$.40

Fully Paid Meal Cost:

Breakfast \$2.50
Lunch \$2.75

High School:

Breakfast is served daily 7:30 - 7:54am.

Reduced Meal Cost:

Breakfast \$.30
Lunch \$.40

Fully Paid Meal Cost:

Breakfast \$2.75
Lunch \$2.90

Adult Prices at all Buildings:

Breakfast \$2.75 Lunch \$3.75

Half Pint Milk: \$.50 4 oz. Juice: \$.25

Late Start Breakfast times vary from times listed above. Lunch is served daily at designated times developed by each school's principal.

Who and How to Reach Us:

Cathy Conklin

Director of Nutrition Services
Free and Reduced/General
Information Phone: 515-457-6913
Fax: 515-457-6916
conklinc@urbandaleschools.com

Samantha Phillips

Operations Manager
Caterings/Sack Lunches
515-457-6914
Phillipss1@urbandaleschools.com

Taylor Lawson

Middle School Kitchen Manager
515-457-6663
lawsont@urbandaleschools.com

Stephanie Allsup

Webster Kitchen Manager Birthday
Treats or Bakery Caterings
515-331-8653
allsup@urbandaleschools.com

This institution is an equal opportunity provider.

Urbandale Community Schools Nutrition Services Department 2018-2019



Urbandale Schools Nutrition Services Department takes great pride in our quality, presentation and service to you, the students, staff and guests. This brochure has been prepared to help make sure everyone has an enjoyable experience with Nutrition Services.

Mission Statement

Ensuring food of high nutritious quality is made available to every student to maximize each one's ability to bring learning to life.