



Sam Houston State University

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

CHARTER SCHOOL

August 11, 2017

Greetings,

Sam Houston State University Charter School is nearing its first ever class day! As we approach the beginning of this new year, we are in the process of establishing lunch procedures, creating menus, and providing the opportunity to participate in the National School Lunch Program. I have provided below some critical information that will help this year's lunch program run smoothly.

1. The cost of lunch is \$3.50 per meal. The reduced lunch price is \$0.40.
2. Menus will be provided on either a two- or four-week menu depending on the site your child attends.
3. There is no online option for payments at this time, but this feature should be available later in the semester. Payments must be check or money order. Payments should be made out to Sam Houston State University and can be made on either a monthly, bi-weekly, or weekly basis.
4. Payments made monthly are due on the first school day of each month. Payments made bi-weekly or weekly are due the Thursday of the previous week.
5. Payments will be turned in to the Lead Teacher at each site.
6. Please review our Charge Policy located on the Child Nutrition Department page on the SHSU Charter School website for more information.

Per the Texas Department of Agriculture, the students that attend SHSU Charter School are only under the School's supervision between 7:45am and 3:45pm. In order for a student to be served breakfast, they will need to be dropped off at the childcare site before 7:45am. At that time, they will fall under the Child and Adult Care Food Program (CACFP) and can receive breakfast. The breakfast menu and breakfast prices can be obtained from the childcare site. Please note, if a student is dropped off at the childcare site before 7:45am, they will need to enroll in the site's before-school program and pay any fees associated with the program.

The Child Nutrition Department page on the SHSU Charter School website will always have posted the information for the National School Lunch Program, including the application, the Charge Policy, and any other pertinent information. Menus will be posted on your child's location link on the SHSU Charter School website.

Please read through all of the attached information in the email and the Child Nutrition Department page, and feel free to contact me if you have any questions regarding the National School Lunch Program. I can be reached at (936)294-3392 or bsm017@shsu.edu.

Thank you,


Brytnie Miñiel

Sam Houston State University is an Equal Opportunity/Affirmative Action Institution