

**Port Allegany School District**  
**Cafeteria Notes for 2025-2026 School Year**

Laura Alfieri, Director of Food & Nutrition

Port Allegany Elementary School  
85 Clyde Lynch Drive  
Port Allegany, PA 16743  
(814) 642- 9557

Port Allegany High School  
20 Oak Street  
Port Allegany, PA 16743  
(814) 642-2529 Fax 814-642-9574

---

## **2025-2026 CAFETERIA INFORMATION AND POLICIES**

The Port Allegany School District participates in the National School Lunch Program (NSLP) and National School Breakfast Program (NSBP).

The food and beverages we serve at both schools meet the state and federal requirements, which are based on the USDA Dietary Guidelines and Smart Snack guidelines.

The Port Allegany School District is proud to offer all students Free meals during the 2025-2026 school year as part of the Community Eligibility Provision (CEP). CEP is a provision within the National School Lunch Program and School Breakfast Program that allows school districts with high poverty rates to offer Free meals to all students without requiring individual household applications.

### **IMPORTANT UPDATES FOR THE 2025-2026 SCHOOL YEAR**

- Your student may still want funds in his/her account to purchase extras entrees, milk, a second meal, ice cream or ala carte items.
- If your child does not take a full meal, it must be charged as al a carte. Milk is not free by itself, however, if your child elects 3 components – milk, fruit, vegetable for example – it can be counted as a free lunch. This could be an option for students who pack their lunch.

### **LUNCH ACCOUNT DEPOSITS**

- Deposits may be made by sending cash or a check to school with your student. Students are asked to please make deposits in the morning before homeroom. ALL deposits must be in a sealed envelope with the student's name and ID number on the outside.
- The Port Allegany School District also offers an on-line payment system called Schoolcafe.
- The on-line system, [www.schoolcafe.com](http://www.schoolcafe.com) can be easily set up and used to receive low-balance notices, monitor student spending and make deposits to their accounts. If you need your student's ID or further instruction, please contact the school.

### **CAFETERIA DEBT**

- Per School Board Policy, a student account must have a positive balance to purchase any a la carte items such as an entrée, ice cream, extra milk, etc. Students are not permitted to pay cash for an item if they have a negative balance.
- In the case of a student reaching a negative balance a parent/guardian will be notified on a weekly basis. When a student account reaches -\$5.00 the parent will receive written notice, and the building principal will be notified of the debt. For cases of extreme debt or continual delinquency a negative debt may be turned in for collections.

### **STUDENT ACCOUNTS**

- The student's six-digit District ID is also used for their lunch ID for all cafeteria deposits and purchases.
- Parents may submit in writing a request that their son/daughter is not permitted to purchase a la carte items. Please contact the Food Service Director with questions or concerns.

- In the event of student withdrawal with funds in their lunch account, a written request with the student's name, parent name and mailing address must be submitted to the Food Service Director.
- Senior accounts with a positive balance may be transferred to a siblings account if requested or will be returned to the student at graduation practice on the last day of school. Seniors with a negative balance will be referred to the building Principal for collection.

### **SPECIAL DIETARY NEEDS**

- Schools participating in a federal Child Nutrition Program are required to make accommodation for children who are unable to eat school meals because of a disability\* that restricts their diet. In order to make substitutions or modifications to the school meals, the school must have a written Medical Statement on file signed by a licensed physician. Please contact Laura Alfieri, Director of Food and Nutrition, for the required form or with questions.
- All special dietary considerations must be requested each year.
- Medical Plan of Care document can be obtained on the District Website.

### **SCHOOL DELAYS**

- Parents and students are reminded when school is delayed by 2 hours NO breakfast will be served.
- Early Release Days – Breakfast and Lunch will be served.

### **NO FREE MILK POLICY**

- The Port Allegany School District does not have a free milk program. The PA Department of Education prohibits schools from having both a free meal program and a free milk program in the same building.

### **PRICING INFORMATION**

- For the school year 2025-2026 meal prices are as follows:
- ***FREE BEAKFAST AND FREE LUNCH DAILY WITH ALL COMPONENTS NEEDED ANY EXTRA ITEMS OR COMPLETE EXTRA MEAL ARE CHARGEABLE***
- The daily breakfast consists of at least 4 components and a student must choose at least 3 components, one of which must be a fruit for it to be charged as a meal.
- The daily lunch consists of 5 components and a student must choose at least 3 components, one of which must be a fruit or a vegetable.

### **USEFUL LINKS**

**[www.schoolcafe.com](http://www.schoolcafe.com)** - Use this site to apply for Free and Reduced meals, pay on student accounts, set low balance reminders and monitor purchases.

***Equal Opportunity Employer (EOE)***