



School District of Milton

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Community*

Timothy J. Schigur
District Administrator

Mary Ellen Van Valin
Director of Business Services

Susan L. Probst
Director of Pupil Services

Heather N. Slosarek
Director of Curriculum & Instruction

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Dear Milton K-5 Parent,

You are receiving this letter because your child's school participates in the Wisconsin School Day Milk Program (i.e., milk break, as it is commonly called) in the classroom. Based on guidance from the State of Wisconsin and Department of Public Instruction (DPI), we have identified some necessary changes to ensure compliance with the tracking requirements of program.

The following is a series of questions (and answers) that we anticipate parents may have regarding the changes:

When will the changes take place? The changes will be implemented for the start of the 2017-18 School Year.

What is the reason for these changes? The most notable change is to the mechanism used for tracking student participation. Classroom teachers will continue to utilize an on-line survey tool to record student participation/receipt of milk daily. However, the current survey does not link to necessary student meal benefit (free/reduced/paid) information and makes annual reporting a very difficult and cumbersome process that does not adequately meet the guidelines for full compliance. The new survey tool will link directly to Skyward Food Service and will have the capability to read a student's meal status, and allow for real-time tracking of program participation daily, weekly, monthly or annually.

What changes will parents/families encounter as a result of the changes? As a result of the new survey tool and its direct link to Skyward Food Service, all Wisconsin School Day Milk Program purchases/transactions will be tracked through your family meal account and corresponding purchases will be labeled as "WSD K-5".

Program participation and associated fees are based on student meal status. If your child will be in grades K-5 this fall and is approved for free or reduced meals for the current school year, there will be a \$0.00 (zero) charge for the WSD Milk transaction. The daily milk charge for paid students is \$.40.

If you have already made a payment for milk for the semester or the full year during registration, the Nutrition Team will be transferring those payments (\$36.00/semester or \$72.00/year) to your family meal account to make funds available for milk purchases in the classroom.

Please note, however, if your child or other siblings associated with the family meal account utilize the account to make other purchases such as breakfast, lunch or a la carte items, availability of these funds WILL be affected. The transferred funds cannot be segregated or earmarked for this specific purpose. Therefore, parents will need to utilize available tools for tracking the family meal account balance and ensuring that adequate funds are available at all times to cover milk and/or other purchases.

What methods are available for tracking my family's meal account balance? The Milton Nutrition Team utilizes a daily automated messaging service to alert families about their current balance. Any time the account falls below \$10.00 in available funds, including negative account balances, you should receive a phone call. Please make sure that your current home or cell phone is on file with the district. You can also access current purchase and balance history by logging into Skyward Family Access and viewing your food service information there.

Additionally, within Skyward Family Access, you can also set up e-mail notifications to be alerted via e-mail when the current available balance of your family meal account falls below the \$10.00 threshold.

How do I make a payment for WSD Milk purchases?

Payments can be made during registration (on-line, cash or check) directly to the family meal account in exactly the same manner as depositing funds for breakfast and/or lunch. If you make a payment using the Milk Break fee at registration, those funds will be transferred by the Nutrition Team to your family's meal account.

What if my child does not currently participate in WSD Milk? This is an OPTIONAL program, so it is your right as a parent to choose whether your child participates. Your school will distribute an authorization form for participation in this program. It is important to note that your child will NOT be offered milk in the classroom without a signed form on file authorizing milk purchases to be charged to your family meal account.

We hope that this answers most of your questions with regard to the upcoming program changes. If you have additional questions, please feel free to contact me by phone at (608) 868-9311, ext. 1017 or via e-mail at prices@milton.k12.wi.us.

Sincerely,

Sheila Price
Nutrition Team Supervisor
School District of Milton