

Prepayment Guidelines for Student Lunches at St Mary's Elementary

1. The upcoming lunch menu is always posted on the SME Website by the last Wednesday of the month. Once you look over the menu, you may decide to prepay for as many or as few lunches as you wish.
2. A check or cash may be sent with your child/children in an envelope clearly labeled with 'Name, Amount Enclosed, and Number of Lunches Paying For.'
3. The Kitchen will then record how many Prepaid Lunches are available for your student(s), and will be marked accordingly. We will track your account(s) as the lunches are used and the account is depleted.
4. Even if the account balance is at zero, no child will ever go without a lunch. A Notice of Account will be sent via e-mail to indicate that the account needs to be replenished.
5. We also allow for ala carte milk to be prepaid. We will record and track daily milk purchases, just as we do for lunches. Simply send in a clearly marked envelope with your 'Name, Amount Enclosed, and Number of Milk Purchases Paying For.'
6. Any questions regarding the SME Lunch Program, contact us at kitchenmanager@smeschool.com, or 683-2112 extension 119 during school business hours.

Our snack sales will not begin until mid-September. Prepayment options for this program also apply. Stay tuned to the SME Website for up-to-date information.

Thank you for your support of our school lunch program! We love our Customers!