

September 8, 2009

Dear Parents/Guardians:

In October we will once again offer a pre-paid option for our lunch program. It will be available on a monthly basis; however, **it is not mandatory**. At the end of each month you may purchase lunch for the upcoming month for your child(ren). Listed below are answers to possible questions you may have about the program:

Q: What is the procedure for sending in payment?

A: You may send in cash, a money order or a cashier's check. It must be made out to Freetown Elementary School. **NO PERSONAL CHECKS WILL BE ACCEPTED.**

- **IMPORTANT:** Your child(ren)'s name, room number, teacher's name and appropriate month **MUST** appear on both the cashier's check/money order **AND** envelope.

In previous years this procedure has not been followed and has resulted in additional work for the office staff and in some cases funds have not been credited properly.

Q: What if my child is absent during the month?

A: If your child is absent, we will refund the remainder of your money at the end of the month. Please **DO NOT** deduct it from your next monthly payment.

Q: What if there is a school cancellation day(s)?

A: In the event of a school cancellation day(s), we will refund the remainder of your money at the end of the month. Please **DO NOT** deduct if from your next monthly payment.

Q: What if I prepay and my child(ren) decides that he/she would like an extra milk or dessert on a particular day?

A: If your child selects an extra portion item, he/she must have the additional money on that day. **No IOU's will be issued** for an extra milk or dessert.

Q: What if I miss the deadline?

A: The funds will be returned to you; **no exceptions.**

Q: Do I have to pay for the entire month or can I be selective of the weeks in a given month?

A: You must pay for the entire month. This service is designed to accommodate those who purchase lunch each day. We cannot accept partial payments for individual weeks or days.

Q: How will I know what the meal options are for the coming month?

A: You may go online at www.freelake.org/FES/ to view the menu. It is normally posted by the 16th of each month, or you can check the monthly school calendar.

Q: May I pay for multiple months at the same time?

A: No, each month must be paid individually for that particular month by the deadline date.

Q: If I have more than one child at the school, may I combine all of their payments together?

A: No, each one must be paid individually and sent in to their teacher in a separate envelope **with the child's name, teacher's name and room number clearly stated on the front of the envelope.**

For the school year, the payments and schedules are as follows:

PRE-PAID FULL LUNCH: COST IS \$2.00 PER MEAL

Month	# of school days	Total cost	Payment deadline
October	21 days	\$42.00	September 18, 2009
November	16 days	\$32.00	October 23, 2009
December	13 days	\$26.00	November 20, 2009
January	19 days	\$38.00	December 11, 2009
February	15 days	\$30.00	January 22, 2010
March	22 days	\$44.00	February 12, 2010
April	15 days	\$30.00 *	March 19, 2010
May	19 days	\$38.00	April 16, 2010
June	19 days	\$38.00	May 21, 2010**

***If your child is participating in the pre-paid program and attends Nature's Classroom, your payment for April will be \$22.00. Please adjust your payment accordingly.**

PRE-PAID REDUCED LUNCH: COST IS .40 CENTS PER MEAL

Month	# of school days	Total Cost	Payment deadline
October	21 days	\$8.40	September 18, 2009
November	16 days	\$6.40	October 23, 2009
December	13 days	\$5.20	November 20, 2009
January	19 days	\$7.60	December 11, 2009
February	15 days	\$6.00	January 22, 2010
March	22 days	\$8.80	February 12, 2010
April	15 days	\$6.00*	March 19, 2010
May	19 days	\$7.60	April 16, 2010
June	19 days	\$7.60	May 21, 2010**

***If your child is participating in the pre-paid program and attends Nature's Classroom, your payment for April will be \$4.40. Please adjust your payment accordingly.**

**** The amount for June may change depending on snow days used. A notice will be sent home to notify you of any change.**

Please adhere to the deadlines and remember to please ***include your child's name, teacher and room number on the payment envelope.*** If you have any further questions, please contact Judy Ashley at (508) 763-5121 x1109.

Sincerely,

Robert L. Frizelle
Principal