



UNION MILL ELEMENTARY

**FAIRFAX COUNTY
PUBLIC SCHOOLS**

13611 Springstone Drive
Clifton, Virginia 20124

February 20, 2007

Dear Union Mill Families,

Earlier in the school year, you received information from me outlining the procedures that would be used in our cafeteria when students were low or were without lunch funds. The procedures outlined (providing a lunch and a note home requesting reimbursement) required the financial support of the PTA.

After a careful assessment of the considerable cost of continuing this practice of providing a full lunch to students without sufficient funds, it has been decided by the PTA board to move forward with the following set of daily lunch guidelines:

- Students who are low on lunch funds will receive notice from the cafeteria
- Students who have insufficient lunch funds will be provided with a lunch of cereal and milk. The cost of this provision is \$.75 and is to be sent to school in the envelope provided at the time of the lunch transaction. This reimbursement is made to the PTA and should not be mixed with funds intended to replenish lunch cards.

The practice of providing cereal and milk as an alternative to a full meal will begin on **Monday, March 5, 2007**.

As an added resource in your family's planning, you may recall the recent information about www.mylunchmoney.com that was sent home. One of the most useful features of this website is the automatic alert to your email when lunch funds are too low. If you haven't yet signed on, the process is quick and easy.

I appreciate your understanding of the need to make this procedural change at Union Mill, and I applaud the daily efforts that our PTA and countless volunteers provide to the children of our community.

Sincerely,

Larry Burke
Principal