



SCHOOL DISTRICT

ONE NORTH JEFFERSON AVENUE
CANONSBURG, PENNSYLVANIA 15317
(724) 746-2940
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COMMITMENT TO EXCELLENCE

August 2, 2021

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Superintendent of Schools

SCOTT W. CHAMBERS, M.Ed.
Assistant Superintendent

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Director of Business and Finance

TIMOTHY J. McCULLOUGH, M.S.
Director of Human Resources

GRACE M. LANI, M.P.M.
Director of Curriculum and Instruction

RE: A La Carte and Extra Food Purchases – Permission Slip

Dear Parent and/or Guardian(s):

The Canon-McMillan School District has received many complaints from parents concerning large lunch account balances due to the routine purchasing of a la carte and/or extra food items by children unbeknownst to their parents. The purchasing of a la carte and/or extras is separate from a school meal. Therefore, to have the ability to make these purchases, the District will now require written permission from parent/guardian(s) prior to allowing children to purchase a la carte and/or extra food items. *Please note that this form is for a la carte and/or extra food item purchases only. Your child(ren) will not be prohibited from purchasing a regular school lunch.*

All student lunch accounts will be blocked from a la carte and extra food item purchases. In order for your child(ren) to purchase a la carte and/or extras, specific permission will be required. This letter grants that permission and it pertains to both types of purchases. **Please note that students will not be permitted to charge a la carte and/or extra food items.** Therefore, to allow the purchase of a la carte and/or extras, please select the “Yes” option below for permission to be granted. Please note two important reminders: by selecting “Yes” you are acknowledging the money will be in your child(ren)’s account to make these purchases and in the event there is not, your child(ren) will need cash for full payment of the items at the time of purchase.

If you do not want your child(ren) to purchase a la carte and/or extra food items, you don’t need to do anything further. As stated above, all student cafeteria accounts will be blocked from those purchases unless parental permission is granted. But it is still imperative that you are aware that you are responsible for any existing balance and for ensuring payment. It is also very important, especially at the beginning of the year, that you check your child(ren)’s account to ensure that the proper permissions are in place. This is a manual process and in the event that an error were to occur it can be caught and remedied in a timely manner.

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Please note: This form is NOT required to be resubmitted every school year. A new copy is only needed to make a change to your child’s current status.

_____ **YES**, I permit my child(ren) to purchase a la carte and/or extra food items. By checking this option, **I understand that money will be in the account and I will be financially responsible for any expenses they may incur.** I understand that if I do not make lunch account payments in a timely fashion, my account may be turned over to collections, at which time I would be responsible for additional fees that are charged by the collections agency.

_____ *Signature* _____ *Date*

Please list your child(ren)’s name(s) below: *(Please print.)*

<u>Name</u>	<u>School</u>
_____	_____
_____	_____
_____	_____
_____	_____

Please return this completed permission slip to the Business Office. A copy will be sent to your child(ren)’s school for their records.

**Canon-McMillan School District
Attn: Business Office
1 North Jefferson Ave
Canonsburg, PA 15317**

Your child(ren) WILL NOT be permitted to purchase a la carte food and/or extra food items and your child(ren) will remain unable to purchase them until written permission is received. This form will be available online at www.cmsd.k12.pa.us should you want to make changes to your child(ren)’s ability to purchase a la carte and/or extra food items.

Thank you,
Canon-McMillan School District Business Office