



FORT MADISON COMMUNITY SCHOOL DISTRICT

1930 AVE M, FORT MADISON, IOWA 52627 | 319.372.7252
DIRECTOR OF FOOD SERVICES, TIFFANY FULLHART

FMCS D Food Service Welcomes You!

School Year 2025-2026

Dear Parent/Guardian,

As the Director of Food Services, I would like to welcome your student to Fort Madison Community School District and our breakfast and lunch programs. Since good nutrition is so important for growing bodies and learning minds, we hope to encourage your child to take part in the breakfast and lunch programs on a regular basis.

There is quite a bit of information to go over in this letter, so please hang in there and read both sides!

Meal Prices

Elementary Building

Breakfast - **FREE** for all students! Including the Grab & Go Breakfast. Served at 7:45-8:15

Lunch - **FREE** for Kindergarten through 6th Grade! Including the Grab & Go Lunch.

Junior/ Senior High Building

Breakfast - **FREE** for all students! Including the Grab & Go Breakfast. Served at 7:30-7:55

Lunch - **\$3.75** for 7th Grade through 12th Grade. Including the Grab & Go Lunch.

Additional items:

- A la carte items are available for 4th-12th Grades. All items are Smart Snack Approved! Prices vary.
- Extra Milk - **\$0.50** (also for those who bring a lunch from home)
- Extra Breakfast Entrée - **\$2.50**; Extra Lunch Entrée - **\$3.50**; Extra Side - **\$2.00**
- Snack Milk Ticket for 20 cartons of milk (Elementary Building only) - **\$10.00**

Online Menu

You can find the breakfast and lunch menu on our website www.fmcsd.org. This online menu can filter out allergens and give you nutritional values for each item. Just click on the item!

Point of Service

When your student is going through the breakfast or lunch line, they will need to have their **Student ID Badge** with them (previous year badges will work!). The barcode on the ID Badge is scanned to add the meal or meal items to your family account (even if the meal is free). Replacement badges can be ordered for a small fee. Students will get through the lunch line more quickly when they use their badge, which will give them more time to eat their meal.

Cash will not be accepted in the serving line. There is a box for lunch deposits in the Elementary School Office and just outside the Junior/ Senior High School Office. Please make sure money is deposited in these boxes before 9:00 AM. Our Junior/ Senior High School MPR has a vending machine, which has a lot of the same snacks as the a la carte line. The vending machine will take **\$1 bills, \$5 bills, dollar coins, quarters, dimes, and nickels**.

Food Service Meal Accounts

Our meal accounts include the whole family. All purchased items (meals, a la carte, milk, etc.) go through your family meal account. This eliminates the need to send payments for each student on your family account! Email and text message notifications will go out regularly to help you monitor the amount on your account.

How to make Payments

A common question I receive is: How can I make a payment to my student's meal account? This can be done a few ways.

- Payments can be mailed to: FMCS D Food Service Department, PO Box 1423, Fort Madison, IA 52627. Please do not send cash through the mail. Have your bank send regular payments through their Bill Pay system!
- Payments can be dropped off at the FMCS D Central Office at: 1930 Ave M, Fort Madison, IA.
- Payments can be dropped off at your student's building in the Main Office **by 9:00 AM**. Junior/ Senior High School and Elementary School students can place a payment in a drop box near the Main Office. Please make sure all money is sealed in an envelope with your student's name, student ID number, and the dollar amount.

- Online payments can be made on our website for a small processing fee (this method can take a few days to process).
 - Click on “Payment Portal” -> “Food Service Payments” -> “Edutrak Payments”
- Transactions will not be allowed in the service line.
- Students will not be allowed to purchase extra items if they do not have money in their account. Please make sure you make payments in advance. Unfortunately, our point of service program will not allow snacks to be charged if there is not enough money on the account this year.

Free/Reduced Meal Applications

Free/Reduced meal applications are available at all buildings and our website. You can apply online at <https://foodservice.edutrak.com/>. You can find the link on our website under “Departments” -> “Food Services”-> “Free & Reduced Meals”. Families who qualify for Free/Reduced meals, also qualify for a **fee waiver**. The waiver covers registration fees and Driver’s Ed fees. *This waiver must be signed by a parent or guardian and returned to the Central Office.*

Thank you for taking the time to read through this letter and for participating in our food program! If you have additional questions, please don’t hesitate to contact me!

Sincerely,
 Tiffany Fullhart, Food Services Director
 319-372-7252 ext 1017
Tiffany.fullhart@fmcscd.org

USDA Nondiscrimination Statement: Revised 2-15-23

All FNS nutrition assistance programs, State or local agencies, and their subrecipients, must post the following Nondiscrimination Statement: In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

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| 1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or | 2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: program.intake@usda.gov |
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This institution is an equal opportunity provider.

<https://www.fns.usda.gov/es/civil-rights/usda-nondiscrimination-statement-other-fns-programs>

Iowa Non-Discrimination Statement: Revised 7-1-25 It is the policy of this CNP provider not to discriminate on the basis of race, creed, color, sex, sexual orientation, national origin, disability, age, or religion in its programs, activities, or employment practices as required by the Iowa Code section 216.6, 216.7, and 216.9. If you have questions or grievances related to compliance with this policy by this CNP Provider, please contact the Iowa Civil Rights Commission, Des Moines, IA 50321; phone number 515-281-4121 or 1-800-457-4416; website: <https://icrc.iowa.gov/>.

To Recap!

- **Breakfast – FREE**
- **Pay at: All Building Offices, Central Office, or fmcscd.org**



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- **K-6th Grade Lunch – FREE**
- **7th-12th Grade Lunch – \$3.75**
- **Free & Reduced Meal Applications available at: All Building Offices, Central Office, and fmcsd.org.**