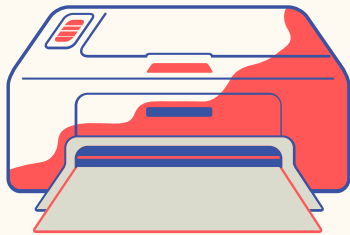


BRUNCH FIELD TRIP GUIDELINES

STUDENTS MUST BE OFFERED BRUNCH AND LUNCH ON EACH DAY OF INSTRUCTION. THIS INCLUDES DAYS OF EARLY RELEASE, SPECIAL EVENTS, AND OR FIELD TRIPS.

BRUNCH INCLUDES:
 WHOLE GRAIN MUFFIN & FRUIT, 1% REGULAR MILK
 NO COST TO SPUSD STUDENTS.
 MILK MUST BE OFFERED TO STUDENTS.
 LACTOSE FREE MILK AVAILABLE.



Scan and send only the completed **Brunch Request Form**, (Available on Food & Nutrition Website under Resources for Educators) & **Class Roster**, with students' full name & 6-digit student ID#'s to: **Jwillard@spusd.net**

Send Originals in the District mail to **The Food & Nutrition Services office Attn: Judy Willard**. All students receive the same meal for Brunch so we do not need individual student order forms. Mark the students names on the roster for those who plan to participate & turn in roster with your request form.

Student ID	Student Name	GR	M	T	W	TH	F	S	S	Room
04 512175	Aguilera, Logan J	1	✓							
04 511982	Bautista, Maria A	1	✓							
04 511990	Chavez, Daniel C	1	✓							
04 512058	Cervantes, Alan	1	✓							
04 512058	Curtis, Shelia S	1	✓							
04 512058	Felix, Christian J	1	✓							
04 512058	Garcia, Sergio G	1	✓							
04 511807	Gomez, Jairo C	1	✓							
04 512058	Hill, Jonathan R	1	✓							
04 512058	Hill, David F	1	✓							
14 512058	Lopez, Lily K	1	✓							
14 512058	Lin, Harrison A	1	✓							
14 512058	Quintero, Benjamin A	1	✓							
14 512058	Marquez Hernandez, A	1	✓							
14 512190	Montezuma, Valentina I	1	✓							
14 512058	Mora, Elena M	1	✓							
14 512041	Perez, Angel M	1	✓							
14 512058	Poon, Brandon K	1	✓							
14 512122	Rodriguez, Margaret A	1	✓							
04 512058	Ruiz, Elaini L	1	✓							
04 512058	Ruiz, Leticia D	1	✓							
04 512058	Sanchez, Juan A	1	✓							
14 511817	Trujillo, Ray/Lee M	1	✓							
04 512058	Velasco, Logan R	1	✓							
04 512058	Velasco, Logan R	1	✓							

**ALL FORMS
 MUST BE
 RECEIVED 7
 DAYS PRIOR TO
 FIELD TRIP.**

Brunch Field Trip Request

Meals must be accounted for by distribution. Check mark students' names that will receive a meal on this roster with a completed class roster with PILES to Jwillard@spusd.net or email to district mail or PHS. If you do not receive a confirmation of receipt within 2 business days contact Jwillard@spusd.net

BRUNCH INCLUDES
 WHOLE GRAIN MUFFIN & FRUIT, 1% REGULAR MILK
 NO COST TO SPUSD STUDENTS

DATE OF BRUNCH: _____ DAY OF WEEK: _____
 TIME OF PICK UP FROM OFFICE: _____
 TEACHER NAME: _____ SCHOOL: _____
 TEACHER EMAIL: _____ GRADE: _____

TOTAL NUMBER OF STUDENT BRUNCHES NEEDED: _____
 ADULT BRUNCH \$10.00 EACH _____
 FEDERAL REGULATIONS REQUIRE THAT MILK IS OFFERED TO ALL STUDENTS
 IN REGULAR _____ LACTAID _____

PROCEDURES FOR MEAL ACCOUNTING MUST FOLLOW THE NATIONAL SCHOOL LUNCH PROGRAM GUIDELINES. THE CDE MANDATES THAT ALL STUDENTS BE PROVIDED THE OPPORTUNITY TO RECEIVE SCHOOL BREAKFAST AND LUNCH EACH DAY OF INSTRUCTION.

This institution is an equal opportunity provider. All meals comply with National School Lunch program nutrition regulations. Updated 7-26-23

- Brunch is delivered to the schools front office around 7:45-8:00.
- Teachers are to mark Absent students on the Roster and sign the Roster for received meals at the time of pick-up. Remind students any other Brunch meals from the cafeteria will be charged. This is considered their provided Brunch for the day.
- A copy of the roster will be sent with the meals. In accordance with CDE Regulations this roster is required to be signed by whoever hands out the meals. Please return signed roster to Nutrition Services in the envelope provided.

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 All meals comply with National School Lunch Program nutrition regulations.**