



POTTERVILLE PUBLIC SCHOOLS

Food Service 2025-2026

The Pottersville Public Schools Food Service Department welcomes you and your student(s) to the 2025-2026 school year!
We are happy to announce that we will be able to provide free meals to all our students through the school year.
Please read below for helpful information regarding school meals.

Education Benefits Forms

While paperwork is not required for your student to receive free meals at this time, we are asking all families that think they might qualify for free or reduced priced meals to please fill out an Education Benefits form. Beyond individual qualification, information from these forms is used to help ensure that the District receives necessary funding in more ways than one. We appreciate everyone who takes the time to complete these for us.

The Education Benefits form can be completed online at <https://pottersville.familyportal.cloud/>, or by filling out and returning the attached copy to your student's school building. FamilyPortal provides step-by-step instructions for completing the new form. Instructions for the paper copy are attached. Paper copies will be available at building open houses. Please do not hesitate to reach out to the Food Service Department if you have any questions about this process or need help obtaining a form.

Each Early Childhood Program has slightly different details. Directors will be in touch with families who have members enrolled in one of these programs. Information to come. Please reach out to the Food Service Department with questions in the meantime.

School Meals Details

Elementary

-Your child will have a choice of two main entrees every day, at breakfast and at lunch. Each meal comes with white or chocolate milk, and your child's choice of a variety of fresh and prepared fruits and vegetables. Students will select their lunch entrée choice in the morning with their classroom teacher, and Food Service staff will help them select other meal components during service. Students are required to take a certain number of items/components at each meal.

-Milk is available for \$.50 to students that brought lunch from home or students that would like a second portion.

-Students are allowed to purchase a second entrée. Students wishing to do this must have funds in their food service account. Accounts will be checked at the time of service and no charging will be allowed.

-Breakfast & Lunch are available on all full school days. Breakfast service will be available on half days.

Middle School and High School

-In these grade levels, your child will have more choices at each meal service. They can choose from our Grill, 2Mato, On the Go, and Create stations. Each station features popular favorites on a rotating schedule and will change throughout the year based on student preferences. All meals include a choice of a variety of fresh and prepared fruits and vegetables, and a choice of milk. Students are required to take a certain number of items/components at each meal.

-Milk is available for \$.50 to students that brought lunch from home or students that would like a second portion.

-At the secondary levels, students will have the option to purchase a la carte items, such as bottled drinks, packaged snacks, and homemade cookies. All snacks meet the USDA requirement for Smart Snacks in schools. Items are priced based on State set standards. Students may also purchase second entrees or second complete meals. **Students MUST have funds in their school lunch account to purchase a la carte items and second meals.** Students must check with Food Service staff at the register to make sure there are sufficient funds in their account. If funds exist, the student will receive a ticket to present at the serving line. Theft of any kind is a Level 2 offense in the student handbook and will be handled accordingly.

Students Food Service Accounts & Funds

Lunch accounts & ID's are created for students upon enrollment. Funds can be added to lunch accounts through our online portal or by sending cash or check with your student(s) to school. Please send funds in a labeled envelope (student name, grade, fund amount). Change will not be available at the elementary level.

Online Lunch Accounts- Meal Magic FamilyPortal

The Meal Magic Family Portal <https://potterville.familyportal.cloud/> is your one-stop site for managing your child's meal account. Once you have created your personal account, you will be able to:

- Fill out an Education Benefits Form
- View your child's detailed purchase history
- View current account balance
- Make a deposit
- Transfer funds between your children
- Access and change parental controls, such as a daily spending limit

The best way to get started is by going <https://potterville.familyportal.cloud/> where you can register for an account or click on "Tutorials" for guidance. An ID number is needed to add your student(s) to your account. Please reach out to the Food Service Department at white@ppsvikings.org with your student(s) name and grade if you need this information.

Menu Details

Daily and monthly menus are published on Nutrislice! Visit www.pottervillepublicschools.nutrislice.com to see daily menu descriptions and photographs, filter common food allergens, translate the menu into another language, view carb counts and calories, and much more. The Nutrislice app is available on the App Store and Google Play. The menus will also be available on the District webpage under "Food Service," updated monthly.

Allergy Information

If your student has food allergies or sensitivities, please reach out to the Food Service Department directly. We want to keep all our students safe & healthy, and are here to help! Please reach out for accommodations. Our District is nut-free, meaning that all food provided by Food Service will be free of any/all nuts. All our Food Service team members receive allergy training through the National FAREcheck Allergy training program.

We ask that families complete the Medical Statement to Request Special Meals and/or Accommodations (available on the District Web Page under Food Service, or by contacting the Food Service Department) for students needing accommodations. This form must be completed and signed by your child's healthcare provider.

Weekend Survival Kit (WSK) Program

Potterville Public Schools is pleased to be partnering with the Greater Lansing Food Bank to participate in the WSK Program (previously Blessings in a Backpack). This program provides bags of food for weekend meals at no cost. For students attending school in-person, a bag of nourishing, kid-friendly food will be placed discreetly in their locker on designated days. Examples of some of the food items distributed are: macaroni and cheese, canned vegetables, soup, oatmeal, granola bars, fruit cups, and beef ravioli. Please follow this [LINK](#) to sign up, or contact your building administrative assistant to be added to the list. A distribution schedule will be posted on the District webpage in the Food Service section within the first weeks of September.

*For more information, please contact the
Food Service Department
(517) 645-4782, white@ppsvikings.org
<https://www.ppsvikings.org/o/pps/page/food-service>*

