

District Meal Charging Policy

The United States Department of Agriculture requires the district's unpaid meal charges policy be provided to all families at the beginning of each school year. Board of Education Policy EE – Food Service Management states the following:

A charge account for students paying full or reduced price for meals may be established with the district. Elementary School students may charge an unlimited number of meals. Middle School students may charge no more than three meals to this account. A charge account is not permitted for High School students. Charging of a la carte or extra items to this account will not be permitted.

Any student failing to keep his/her account solvent as required by the district shall not be allowed to charge further meals until the negative account balance has been paid in full. However, such students will be allowed to purchase a meal if the student pays for the meal when it is received.

At least one written warning shall be provided to a student and his/her parent or guardian prior to denying meals for exceeding the district's charge limit. If the negative balance exceeds \$20 and payment has not been received, the debt will be turned over to the superintendent or superintendent's designee for collection in accordance with board policy DP. If the debt is not paid within 10 days of mailing the final notice and authorization for the enforcement of collection of the negative account balance has been obtained under policy DP, it shall be considered bad debt for the purposes of federal law concerning unpaid meal charges.

Payments for school meals may be made at the school or district office or online at www.mypaymentsplus.com. Students, parents, and guardians of students are encouraged to prepay meal costs.

The district will provide a copy of this unpaid meal charges policy to all households at or before the start of school each year and to families and students that transfer into the district at the time of transfer. The terms of this policy will also be communicated to all district staff responsible for enforcing any aspect of the policy. Records of how and when it is communicated to households and staff will be retained.