

## **MEAL CHARGE POLICY – School Board Adopted on 12/14/16**

### **ELEMENTARY SCHOOL (K-4)**

- a. A letter will be sent home either in the mail or with any student who has a negative balance of \$10.00 or greater.
- b. No elementary student will be allowed to receive double lunches or breakfasts.
- c. If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building administrator and/or social worker. It could be a sign of abuse or neglect and the proper authorities should be contacted.

### **MIDDLE SCHOOL (5-8)**

- a. A letter will be sent home in the mail to the parent/guardian of any student that has a negative balance of \$10.00 or greater.
- b. Students who carry a negative balance will not be permitted to receive double lunches or breakfasts until their account is positive.
- c. Students who are carrying a negative lunch balance of \$25.00 or more will be given an alternate meal. The alternate meal cost will be at whatever rate the student is currently paying. The alternate meal will continue to be given to the student until his/her lunch balance is brought below \$25.00. A phone call to the parent/guardian will be attempted notifying them that their child will be receiving an alternate meal.
- d. If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building administrator and/or social worker. It could be a sign of abuse or neglect and the proper authorities should be contacted.

### **HIGH SCHOOL (9-12)**

- a. A letter will be sent home in the mail to the parent/guardian of any student that has a negative balance of \$10.00 or greater.
- b. Students who carry a negative balance will not be permitted to receive double lunches or breakfasts until their account is positive.
- c. High School students are expect to remain aware of their meal account balance and bring in deposits as necessary in order to keep their account up to date.

d. Students who are carrying a negative lunch balance of \$25.00 or more will be given an alternate meal. The alternate meal cost will be at whatever rate the student is currently paying. The alternate meal will continue to be given to the student until his/her lunch balance is brought below \$25.00. A phone call to the parent/guardian will be attempted notifying them that their child will be receiving an alternate meal.

e. If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building administrator and/or social worker. It could be a sign of abuse or neglect and the proper authorities should be contacted.

### **ALL SCHOOLS (EK-12)**

**All accounts must be settled at the end of the school year. Letters will be sent home approximately four to five days before the last day of school to students who have any negative balances. Negative balances will result in report cards and diplomas (high school) being held until the balances are paid in full. Negative lunch balances not paid in thirty days prior to the start of the following school year will force the District to take action to collect unpaid funds by means of collection agencies, small claims court, or any other legal method deemed necessary by the District.**

**The District cannot go on indefinitely feeding students for free. Unlimited “charged” meals would not be fair to the vast majority of students/parents who are paying for their meals. Unpaid lunches could ultimately affect meal prices.**