

NONINSTRUCTIONAL OPERATIONS

Meal Charges

The District recognizes that students may forget or lose lunch money or may have an unpaid meal account balance. The District endeavors to treat all students with dignity regarding unpaid meal charges; however, unpaid meal charges create a significant financial burden for the District. To ensure that students do not go hungry but also minimize the financial burden, the District shall charge meals and collect on meal account charges in all schools consistent with this policy.

Students who are eligible to receive free meals do not have a meal account and, therefore, are not subject to this policy. Free lunch status students may pre-pay for or purchase a la carte items with cash.

The District permits students to charge up to \$25 each month for each student's meal account. Once the maximum dollar amount charged on the meal account has been reached, the parents/guardians must submit payment for the meal account balance. If a student has reached the maximum meal account balance and no payment has been received, the student must have cash or a meal from home. If the student does not have cash or a meal from home, the school will offer the student an alternate meal. If the District chooses to seek reimbursement for the alternate meal, it shall meet the standards required by federal law for reimbursement.

For students eligible to receive meals at a reduced rate, the District permits students to charge up to \$25 each month for each student's meal account. Once the maximum dollar amount charged on the meal account has been reached, the parents/guardians must submit payment for the meal account balance. If a student has reached the maximum meal account balance and no payment has been received, the student must have cash or a meal from home. If the student does not have cash or a meal from home, the school will offer the student an alternate meal. If the District chooses to seek reimbursement for the alternate meal, it shall meet the standards required by federal law for reimbursement.

Adults

Adults are not permitted to charge meals or a la carte items per USDA policy.

Payment of Meal Account

Each school shall maintain records regarding student meal balances. The District will send out notices to parents/guardians informing them of negative meal account balances. It is encouraged that parents/guardians check a student's meal account balance online. Parents/guardians must submit payment for meal accounts online in person, or by mail.

Payment must be received 30 days from date of notice. If the District has not received payment within 60 days, the payment is considered overdue and is a delinquent debt. The District will use reasonable efforts as permitted by state and federal law to collect meal account balances which are delinquent debts, including payment plans as determined appropriate.

References: 2 C.F.R. § 200.426
 7 C.F.R. Part 210
 7 C.F.R. § 245.5

Policy History:
Adopted on: 12-13-16
Revised on: