



ANESU
Food Service
Cooperative

Meal Charge Regulation – August 2012

The ANESU food service cooperative is committed to providing the opportunity for all students to access nutritious meals in a cost effective manner.

It is the expectation of our organization that:

- meals will be paid for either in advance or with cash at the register daily
- parents will honor their responsibility to provide meals for their children and will ensure that money is deposited into their child's individual meal account.
- parents will maintain their children 's food service account throughout the year.

Our food service operations are based on debit (pay upfront) not credit (pay after purchase)

In recognition of the fact that students may occasionally forget their money and that this can be both embarrassing and stressful for students, this policy sets forth the procedures for handling meal charges while being both sensitive to student needs and mindful of the fiscal responsibilities of the school meals program.

- Parents and guardians are encouraged to keep track of student balances at www.cafeprepay.com.
- Families are strongly encouraged to apply for the free and reduced price meal program. Applications will be processed in a timely manner. All information is kept confidential and students receiving free/ reduced meals will not be identifiable when they receive their meals.
- All students will access their account upon entering a PIN and the cost of the meal will be debited from the students individual meal account.
- Students eligible for free meals may receive **one** breakfast and **one** lunch per day.
- Students eligible for reduced price meals may receive one free breakfast and lunch for \$.40.
- Extra meal items and a la carte items are not part of the USDA Free and Reduced meals program and are not allowed to be charged.
- Extra meal items and a la carte items may not be charged unless a student has money in his/her account.

Meal charges:

Elementary and middle school students only:

Students who do not have money in their accounts or who do not bring money for meals will be permitted to charge a maximum of **five** meals under the following conditions.

After the first charge:

- ▶ Parent/ guardian will be contacted by phone,
- ▶ A letter will be sent home with the student and the principal will be notified
- ▶ Payment will be expected the next day.

After the third charge:

- ▶ The principal will contact the parent/guardian by phone
- ▶ A second letter will go home with the student.

After the fifth charge:

- ▶ The student will be asked if he/she has money for meals at the beginning of the school day. If the child does not have money, an emergency meal will be provided to the student to bring to the cafeteria. The emergency meal will consist of a sandwich and low fat white milk.
- ▶ Only one emergency meal will be provided to a student at the cost of a full price meal.
- ▶ It will be expected that the student will bring meals from home.
- ▶ The food service manager and the principal will monitor the student at meal periods to make certain the student is receiving meals provided by the parents/guardians.
- ▶ The food service manager in conjunction with the principal will determine if further action is warranted.

High school only:

High school students are expected to remain aware of their meal account balances and to bring deposits as necessary. Cashiers remind students daily when their account is low or overdrawn and will give them written notification of their balance to bring home.

- ▶ High school students will **ONLY** be allowed to charge meals for **one** day.
- ▶ Students with a zero balance or any negative balance will not be permitted to purchase any a la carte items, including milk.
- ▶ If after one day of charging a meal, a student still forgets to bring money, he or she must deal with the situation **BEFORE** going to the cashier with a full tray of food and no money.
- ▶ Student meal accounts that have reached -\$3.00 will not be allowed to purchase meals unless they deposit money in their account or pay for the meal with cash.

All students

Some cases of repeated charges may be investigated by the school liaison/ counselor or other authorized person to help establish eligibility for free and reduced price meals.

The ANESU recognizes that if a parent fails to provide for the nourishment of his/her child during the school day either by applying for free and reduced meals or by making the necessary provisions for the student to purchase school meals, then this may be evidence of abuse or neglect, and that may constitute grounds for the Principal to file a report and notify the department of children and families.