



ALVORD NUTRITION SERVICES

WWW.AUSDNUTRITION.ORG

Local Charge Policy

Purpose: Alvord Nutrition Services department would like to notify families of the Local Charge Policy. The Local Charge Policy is enacted when a student does not have money on their meal account. The goal of the policy is to provide students with a meal option regardless of the status of their meal account.

Policy:

- If a student is unable to pay for their meal at the time of purchase, the student will be allowed to charge a meal to their account.
- There is no limit to the number of meals a student can charge; however, if the dollar amount charged exceeds \$0, Nutrition Services will contact the family of the student regarding the student's account.
- At Secondary Sites – students will not be able to purchase A la Carte options until the balance has been paid.
- If Nutrition Services is unable to reach the student's family after three attempts, they will partner with the principal at the student's school for further assistance to contact the family and inform them of the outstanding amount due.
- If a student is without meal money on a consistent basis, Nutrition Services will investigate the situation and take further action as needed. If financial hardship exists, the household will be encouraged to apply or reapply for free or reduced-price meals for their child. Online meal applications are available at <https://alvordusd.rocketscanapps.com/default.aspx>

Pre-Payment Options:

Online Payments:

- Families can go to <https://www.k12paymentcenter.com/> to make pre-payments or pay outstanding balances to student meal accounts.
- The site allows you to register each of your children and add money to each meal account.
- **Fee Notice – Checking Account**
 - You have the option of using electronic checks which offer a convenience fee of \$.95 regardless of the amount paid.
 - K12 Payment Center for Schools (service provider) will charge a \$15 NSF fee for any payments that are authorized from your checking account that are returned for Non-Sufficient Funds. Payments that are returned as NSF, may be retried an additional two times.
- **Fee Notice – Credit/Debit Card**
- K12 Payment Center for Schools (service provider) will charge a \$1.95 per payment for payments up to \$95 convenience fee added to each payment you make using this service. For payments over \$95 the convenience fee will be 3.99%.

Check/Cash Payments:

- Cash or check payments can be made at the school site
- Cash or check payments should be placed in an envelope with the following clearly marked:
 - Student name
 - Student ID number
 - Teacher name
 - Amount enclosed
- Payment envelopes are to be turned in directly to the Café lead during operating hours or sent in with the student to turn in during their lunch time.
- Please make checks payable to: AUSD and write student's ID number in the memo section.
- **Fee Notice**
 - Nutrition Services does not charge a fee to pay using cash or check. Please note that a fee may be assessed by your bank if a check is returned for any reason. See your bank for more details.

Please contact Nutrition Services at 951-509-6200 should you need any assistance or have any questions. We look forward to serving your child during the school year, working directly with your family and providing exceptional customer service.

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