

Berryessa Union School District - Student Nutrition Services

Meal Charging and Payment Collection Policy

I. Reimbursable Meals

- Reduced-price and Paid students may receive a reimbursable meal regardless of their unpaid meal status. Whenever there are insufficient funds in a student's cafeteria account, the meal will be charged. The ensuing negative balance is expected to be paid upon parent/guardian notification.
- Households with delinquent debt are encouraged to submit a free or reduced-price meal application. Paper applications are available at school offices and at the Student Nutrition Services office, located at 951 Piedmont Rd, San Jose. An electronic application may be accessed from the district webpage by clicking on the MySchoolApps link or by browsing to: <https://www.myschoolapps.com/Application>.

II. A La Carte Foods & Beverages

- A La Carte foods (snacks) and beverages may not be charged to a student's cafeteria account if the balance is negative.

III. Repayment Notifications will Include:

- a written notice sent home weekly in student folders that indicates the amount owed (elementary schools only)
- an automated email sent to the parent/guardian on a daily basis until the negative balance is cleared
- a letter mailed to the household each quarter and at the end of the school year that indicates the amount owed

IV. Bad Debt

- A delinquent meal charge debt is expected to be paid by the parent/guardian by the end of the school year.
- Any unrecovered debts remaining at the end of the fiscal year are converted to bad debts.
- Bad debts are an unallowable cost to federal programs and therefore, must be covered by nonfederal funding sources.