

## Student Nutrition Services

### Meal Charging and Payment Collection Policy for Parents

#### I. Elementary Students

##### A. Paid Elementary students may charge up to 1 meal to their cafeteria account.

- For example, if a Paid student's account has a \$0.00 balance, he can receive one emergency school lunch and then carry a balance of -3.00. The negative balance is expected to be cleared the next day.
- If the Paid student already has a negative balance, he will be offered an alternate meal that consists of: full salad bar, crackers, and milk.

##### B. Reduced-price eligible students may receive a meal regardless of their financial ability to pay (per state/federal law). However, the charge is expected to be paid during the school year.

#### II. Middle School Students

##### A. Paid Middle School students may not charge meals to their cafeteria account.

- If a Paid student's account has a \$0.00 balance, he will be offered all available fruits and vegetables, and milk.

##### B. Reduced-price eligible students may receive a meal regardless of their financial ability to pay (per state/federal law). However, the charge is expected to be paid during the school year.

#### III. Repayment Notifications will Include:

- a written take-home notice from the Cafeteria Assistant that indicates the amount owed (elementary 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 that indicates the amount owed