

School City of Hobart/ Food Service Department
April, 2014

Meal Charging Guidelines

Any student, grades K-8, will be allowed to charge the cost of four meals (breakfast and lunch each counting as a meal) if funds are not available in their meal account. Charging will only be allowed for a reimbursable meal; no Ala Carte items can be charged. (Milk is considered an Ala Carte item).

After the limit of four meals is reached a substitute meal of a cheese sandwich or peanut butter and jelly sandwich and milk will be given to the student. After any student charges a meal, their parents will receive a phone call reminding the parents to make a deposit into the child's meal account.

No charging will be allowed at the High School level.

Account balances can be viewed online at www.myschoolbucks.com

To prevent charging, low fund letters will be sent home twice a week from the elementary schools to notify parents of their children's account status, smiley face reminders are stamped on the front of elementary students hands as a gentle reminder that their meal accounts balance is low and yellow "I Need Lunch \$" notes are given to all students as yet another reminder.

Once a student's account is negative (charged meal) the parents will receive an automated SchoolMessenger phone call to notify them of the negative balance in their child's meal account. These calls are generated every Monday, Wednesday and Friday evening.

Parents of secondary students should review their child's account online by opening an account at www.myschoolbucks.com This account DOES NOT have to be used to make deposits.

All charges will be recorded in the point of sale system. When a deposit is made into the student's account all charges will be satisfied first and the remainder of the deposit will be posted to the student's account for their use.

We encourage any family to fill out a Free & reduced application which are available at the school's main office, in the cafeterias, on line at the corporation website www.hobart.k12.in.us or one can be mailed to you from the Food Service office; contact Denise Sempf at 219-947-2413 ext. 8952.

If parents or guardians fail to provide lunch money, supply a lunch from home or apply for assistance, then the school principal or counselor will be informed and they could take further course of action which could include contacting Child Protective Services. Any ignored negative balance letters will be turned over to the Prosecuting Attorney's office.