

CHARGING SCHOOL MEALS

The Board of Education recognizes that on occasion, students may forget to bring meal money to school. To ensure that students do not go hungry, but also to promote responsible student behavior and minimize the fiscal burden to the School District, the Board of Education will allow students who may forget meal money to “charge” the cost of meals to be paid back at a later date subject to the terms in this policy.

To comply with State guidelines and to maintain a system for accounting for charged meals, regarding both full and reduced-price meals, the Board of Education shall:

1. allow only regular meals, defined as items on the menu, excluding extras and snacks, to be charged;
2. limit the number of charges to no more than five (5) outstanding charges per student at any given time;
3. when a student exceeds the charge limit, provide a milk and grain component at breakfast, if offered, and provide a sandwich, fruit, vegetable, and milk at lunch;
4. notify parents on a timely basis of outstanding charges by the automated telephone or electronic system or by mail; and
5. use a computer-generated point of sale system, which identifies and records all meals as well as collects repayments.

Charged meals must be counted and claimed for reimbursement on the day that the student charged (received) the meal, not the day the charge is paid back. When charges are paid, these monies are not to be considered “a la carte” transactions, as a section on the daily cash report or deposit summary reads “charges paid.”

If the School District suspects that a student may be abusing this policy, written notice will be provided to the parent that if he/she continues to abuse this policy, the privilege of charging meals will be refused.

Families may apply for free-reduced price meals at any time during the school year. Applications are mailed to all families prior to the start of the school year. In addition, applications are available at the School District’s Administrative Offices, all school offices and in the cafeterias.

The School District shall send a letter home to all parents on an annual basis prior to the opening day of school, outlining the requirements of this policy. The policy shall also be published in appropriate school and district publications.

If a child has special needs or conditions, including but not limited to dietary restrictions and/or allergies, such needs or conditions shall be accommodated to the extent feasible.

Staff

Staff members are allowed to purchase food from the School District's food services. However, all purchases must be on a cash basis. Staff members will not be allowed to charge meals to be repaid later.

Ref: 42 USC §1779 (Child Nutrition Act of 1966)
42 USC §§1758(f)(1); 1766(a) (National School Lunch Act)

Adoption date: 12/10/15

This policy will automatically become null and void in the event that State or Federal legislation is passed which makes this policy inoperative.

Northport-East Northport Union Free School District