

Section: E – Business Management
Policy Code: EEAC Student Charged Meals
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STUDENT CHARGED MEALS

FNS Instruction 796-2 (Rev. 3) lists bad debts as a non-allowable expenditure of Federal Funds. Therefore, losses or meals charged cannot be paid with Child Nutrition Funds.

In accordance with the recommendation on the charging of meals by the State Department of Education, the Pass Christian Public School District shall comply with the regulation as follows:

- A. High school students are not allowed to charge meals.
- B. K-8 students will be allowed up to five (5) days of meal charges for breakfast and lunch. Students who have meal charges will not be allowed to purchase extra sales.
- C. The parent/guardian is responsible for prompt payment of meal charges.
 1. The parent/guardian will be notified daily via email and AIM phone message of their child/children's meal charge(s).
 2. After ten (10) days of meal charges, a negative balance letter will be mailed requesting payment.
 3. If charges remain unpaid after fifteen (15) days, the delinquent account will be forwarded to a collection agency. The parent/guardian will incur any associated fees.
 4. Failure to comply with the collections process may result in a report to Department of Human Services by the Superintendent or designee in accordance with MS Code § 97-5-39.
- D. Withdrawing Students:
 1. Students withdrawing from the Pass Christian Public School District are required to pay any outstanding meal charges.
 2. The parent/guardian may make a written request to be refunded a positive balance in the student's account.
- E. Graduating Students:
 1. Graduating seniors must clear all delinquent charges before graduation.
 2. The parent/guardian may make a written request to be refunded a positive balance in the student's account.
- F. The parent/guardian may make a written request for the positive balance in the student's account to be transferred to a sibling.