

MEAL CHARGE

The Board of Education is committed to providing the opportunity for all students to access nutritious meals in a cost-effective manner. In recognition of the fact that students may occasionally forget lunch money, this policy sets forth the procedures for handling meal “charges” while being both sensitive to the student’s needs and mindful of the fiscal responsibilities of the Child Nutrition Program.

It is the responsibility of the parents/guardians to ensure that money for lunch is either brought to school to pay for lunch or that money is deposited to the students individual meal account regularly, maintaining a positive balance to cover the cost of student purchases of lunch and/or snacks.

To comply with State guidelines and maintain a system for accounting for charged meals, the district shall:

1. Allow a student to charge a meal, meaning, what is on the menu for the day, excluding extras and snacks.
2. Limit the number of charges to three (3) lunches per student.
3. Provide a sandwich, fruit/vegetable and milk at lunch, when a student exceeds the charge limit.
4. Expect that meal charges will be paid back the next school day.
5. Students will be required to pay all meal charges before being allowed to purchase a la carte items (snacks).
6. Notify parents on a timely basis of outstanding charges by the automated telephone system and/or by mail.
7. Use a computer-generated point of sale system, which identifies and records all meals as well as collect 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 payment report reads, “repayment.”

If the 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. Parents will receive a letter at the end of the year stating any negative balance their child may have. The charge is expected to be paid before the school year ends. Any balance negative or positive will be carried over to the next school year, building, grade and student

STAFF

Staff members are allowed to purchase food from the district’s food services. However, all purchases must be on a cash basis or have funds on their account. As per the State Education Department, staff members are not allowed to charge meals to be repaid at a later date.

Notification to parents of the districts' meal charge policy will be available annually, via our website. The website address is www.smithtown.k12.ny.us go to Departments and then Child Nutrition to see the policy.

REF:

42USC § 1779 (Child Nutrition Act of 1966)

42 USC §§1758 (f) (I); 1766 (a) (National School Lunch Act)

Adoption date: June 23, 2015

Revised: June 14, 2016