



## **Meal Service for Students with No Money / No lunch from Home Policy**

**School Year 2015-2016**

Sharyland Child Nutrition Program provides a ***Courtesy Meal*** for students who receive full priced and reduced priced meals but do not have money to pay. Our policy allows a student to charge two meals on their account as a grace period. A courtesy meal consists of a fortified graham bear cookie and choice of milk for breakfast. During lunch service the courtesy meal consists of a cheese sandwich and choice of milk. Parents are notified at minimum three times a week by mailed written letters, sky alert messages, and parent phone calls.

Parents may provide their own child with breakfast, lunch or snacks. Children may not share food from home with other students.

### **Courtesy Meals and Negative Charges**

- Students with a zero dollar balance in their meal account will be allowed to charge two hot meals (menued lunch) to their account. After the two meals have been charged students are provided the option to receive a courtesy meal at no charge. Parents are allowed to set up a repayment schedule for charges accrued. Contact the CNP office for details.
- Negative balances are limited to -\$5.50 and must be cleared in a timely manner.
- No student will be allowed to charge a meal during the last two weeks of school. Students with a zero dollar balance or negative account balance will be offered a courtesy meal.
- Every effort is made to contact the parent concerning low account balances. Managers document all written and verbal communication with parents.

### **Payment**

Money may be deposited into the student's account to purchase lunch, juice, milk and a la carte items as offered.

*\*Notify the cafeteria if you would like to limit your child's a la carte purchases. \**

Visit [Sharylandisd.org](http://Sharylandisd.org), go to the departments tab, Child Nutrition and click on online payments to make payments quickly and securely. Parents can check their children's balance anytime on line on our webpage. You will be asked to input your child's ID number and campus name.

Checks should be payable to Sharyland Child Nutrition Program. In the memo section of the check indicate student's name/ ID number and school name. Temporary checks and out of state checks are not accepted.

### **No Charging the last weeks of school**

Beginning May 16, 2016 until June 2, 2016 students are not allowed to charge meals. Meal accounts with insufficient funds will be offered a cheese sandwich and milk in lieu of the reimbursable meal.

### **Sky Alerts**

As an additional courtesy Sky alerts are automated voice calls that go out Mondays and Tuesdays to notify parents of low and negative balances respectively.

**Free or Reduced Meals**

Students enrolled in SISD on the last day of class (June 3, 2015) will be allowed to continue their 2014/2015 meal status (Free, Reduced Price, Full Pay) for the first 30 days of the 2015/2016 school year.

**Students with Free/Reduced meal benefits must reapply each school year.**

Free/Reduced Meal Applications are available at the campus, CNP office and on-line. Applications must be returned to the cafeteria manager or Child Nutrition Office. Applications will be reviewed and an eligibility determination is made within 10 work days of the receipt of the application.

**Failure to reapply means a student's meal status will change to full pay on October 5th, 2015.**

Households may update their application at any time during the school year. For example, if your household size increases, change in income, or your household receives SNAP, TANF or other benefits (such as unemployment benefits), your household may update their application.

If a student submits an application after October 5th the student is responsible for all meal costs incurred until the application is approved.

For additional questions/concerns visit or call the Child Nutrition Office at:

1243 Business 83, Mission, Texas, 78501 or (956) 584-6403.

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