

Child Nutrition Service Department's Unpaid Meal Charge Policy

Purpose:

Yucaipa-Calimesa Joint Unified School District believes all students need good nutrition to be ready to learn and students who are hungry should be provided a nutritious meal during the school day. In accordance with California's Child Hunger Prevention and Fair Treatment Act of 2017, the district will provide a nutritious meal for all students who wish to receive a school meal. The following procedure is in place to outline deferred payment options when providing the school meal to a student who doesn't have means of payment. In doing so, the district will ensure no child experiences the shame of having no money for school meals.

Procedure:

Payment / Pre-payment Options:

YCJUSD does not charge students whose household qualifies for a reduced-price meal. To assist families whose students are at paid status, the district suggests several methods to pay for the student's meals. These are:

1. Cash / check payments:
 - a. Personal checks are to be payable to YCJUSD and if not accompanied by an envelope, write student's ID number or name in the memo section.
 - b. For elementary and middle school students, cash or check payments are encouraged to be placed in an envelope with the following clearly marked:
 - i. Student name
 - ii. Teacher name or student ID number
 - iii. Amount enclosed
 - c. These payment envelopes can be turned in directly to the café, the school office or by the student during their school meal time.
 - d. Child Nutrition Services does not charge a fee if paying by check.
2. Third Party Payment Program (internet) MySchoolBucks.com:
 - a. Families can go to: www.myschoolbucks.com to make pre-payments and pay negative balances of student's cafeteria account.
 - b. You will need your student's ID number to site up an account.
 - c. Myschoolbucks.com charges a convenience fee per transaction.
3. Pre-Payment Incentive:
 - a. To encourage pre-payments, the district offers two free lunches when paying for 18 lunches
 - b. The account requires to be in positive balance until all 18 lunches are used.
 - c. Not available at Yucaipa High School.

Managing Unpaid Meal Accounts:

The district understands that from time to time a student will forget their school meal monies or a parent isn't aware that their student's cafeteria account is empty. To assist in these situations, the district allows students to charge the meal and the district will inform the parent(s) of the amount owed.

1. All financial communications will be directed to the parent/ guardian of the student.
 - a. District communications will include automatic calls, text messaging and emails to households of students with negative balances of \$3.00 or greater. The communications will be made every Sunday and Wednesday.
 - b. Letters will be mailed to households that have negative balances on an as-needed basis.
 - c. Child Nutrition Services will work with the parent/ guardian to set up payment plans.

- d. Child Nutrition Services will partner with school site staff to investigate the needs of the student. If financial hardship exists, the household will be encouraged to apply or reapply for free or reduced-price meals for their child(ren).
2. All written communications to the parent/ guardian will provide information how to apply to the National School Lunch Program.
3. Students who have a negative balance will not be able to purchase A La Carte items.