

South Panola School District

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Mr. Tim Wilder, Superintendent

Meal Charge Policy

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.

1. Information and forms concerning free and reduced-priced meals can be found at www.myschoolapps.com . Any meal charges incurred before approval of an application is the responsibility of the parent(s)/guardian(s).
2. Payments on meal accounts may be made **online** at www.myschoolbucks.com , or via the free smartphone app, or by check or cash to the cafeteria manager or to the district office. Checks will be accepted for the cost of school meals only. There will be a minimal fee of \$2.50, with every transaction for using the online payment center. This fee does not benefit the South Panola School District.
3. Students in all grades are allowed to charge a maximum of ten (10) reimbursable meals.
 - a. Once a student reaches or exceeds their maximum allowable charged meals,
 - i. The Food Service department will check the state list of students categorically eligible for free meals to determine if the student is categorically eligible;
 - ii. The Food Service department will make at least two (2) attempts to reach the student's parent or guardian and request the parent or guardian fill out a meal application;
 - iii. The Food Service department will mail letters to student's mailing address on file showing the negative account balance, and
 - iv. A principal, assistant principal, &/or counselor will contact the parent(s)/guardian(s) to offer assistance with a meal application, determine if there are other issues within the household that have caused the child to have insufficient funds to purchase a school meal, and offer any other assistance that is appropriate.
4. Students must purchase a reimbursable meal before purchasing extra foods with the exception of milk or milk products and water.
5. Extra foods or beverages are not allowed to be charged and will not be sold to students with outstanding balances.
6. No food items will be sold on the school campus for one (1) hour prior to the start of any meal service period, during the meal, and until the last meal is served.
7. No food purchased from outside vendors may be brought into the cafeteria for students. A student must either bring his/her lunch from home or eat in the cafeteria.