



### MEAL CHARGE POLICY

1. Adults shall not charge any purchases in the School Cafeteria.
2. A la carte purchases shall not be charged. Additionally, if a student has a balance from prior charged meals, they will not be allowed to purchase a la carte items until the charges are cleared from their account.
3. Elementary students, whose account exceeds \$20.00, shall have a notice sent home to parents in the student's backpack. Additionally, the parent will receive a call, followed by a letter from the Food Service Manager. If the student has no money or brings no lunch from home after the attempt is made to contact the parent, then a substitute lunch will be provided to the student. The substitute lunch will be entered into the cash register under the student's account. The substitute meal will be peanut butter & Jelly or Cheese Sandwich with milk.

**NOTE:** If a payment is not received within 15 days of the initial letter, the School Principal will be notified of Students with unpaid charges.

4. Secondary school student will be allowed a 3 meal limit. When the limit is met, a notice is sent home to the parent by the student. Additionally, the parent will receive a call, followed by a letter from the Food Service Manager. If the account is not cleared the student will not be allowed to purchase a la cart item and a substitute lunch will be offered.

We believe that all students require a healthy and nutritional meal in order to give their best effort in pursuit of their educational goals. It is with this belief that we implement this policy, to ensure that all students are provided the best meal possible in a fair and equitable manner.