

PROCEDURE FOR THE COLLECTION AND PAYMENT FOR CHARGED MEALS

It is the responsibility of the parents to provide for lunch for their children while at school. However, it is important to provide that all children receive the nutrition they need to stay focused during the school day. This procedure shall apply in the event that a child neither has a lunch nor the funds to purchase a lunch.

An elementary student (Grades K - 5) may charge alternative meals. An alternative meal consists of a cheese sandwich, choice of vegetable, fruit, and milk. Students who have outstanding debt but are paying for their lunch **shall** receive a regular lunch even though they carry a debt.

Middle or high school students (Grades 7 - 12) Charging is not permitted.

A student and their parents will be notified of the delinquency in the student's account each time it is necessary for the student to charge a meal to allow time for the parent to utilize the electronic bill pay system, or send a check or cash to give to the cafeteria. Parents may also pay for school meals via the Internet through the District's Nutrition Services website. At the discretion of each Principal, a school or private service fund may be established to pay for student's charged meals, rather than to offer the alternative meal. The building Nutrition Services Manager will work with each Principal to determine a payment schedule for these meals.