

8505 CHARGING SCHOOL MEALS

The Board of Education recognizes that on occasion students may forget to bring meal money to school. To ensure that students do not go hungry, but also to promote responsible student behavior and minimize the fiscal burden to the district, the Board will allow students who may forget meal money to “charge” the cost of meals to be paid back at a later date subject to the terms in this policy.

To comply with State guidelines and maintain a system for accounting for charged meals, regarding both full and reduced-price meals, the Board shall:

1. Allow only regular meals, meaning what is on the menu, excluding extras and snacks, to be charged;
2. Limit the number of charges to a maximum of five per student, or a maximum amount of \$15.00, whichever occurs first, except in no case will a student be limited to less than three charges;
3. Use a computer-generated point of sale system, which identifies and records all meals as well as collects repayments.

Charged meals must be counted and claimed for reimbursement on the day that the student charged (received) the meal, not the day the charge is paid back. When charges are paid, these monies are not to be considered “a la carte” transactions. Rather, such monies shall be recorded in the “charges paid” section of the daily cash report or deposit summary.

After a student reaches the maximum number/amount of lunch charges as described above, a student will be provided an alternate meal until the charged meals have been paid for in full. An alternate meal may consist of a cheese sandwich or a peanut butter sandwich, a serving of fruit, and a container of milk or water.

A student who has abused this policy can be refused a meal. Such a refusal is not considered to be a violation of any state or federal laws concerning school food programs. However, before denying any student a meal, school food authorities (SFAs) shall carefully consider the negative consequences of such an action. Refusing very young children or students with disabilities is prohibited by the Board.

If the cafeteria service staff suspects that a student may be abusing this policy, such staff shall report their suspicion to the Food Service Director. Written notice will be subsequently provided to the student’s parent(s)/guardian(s) informing them that if the student continues to abuse this policy, the privilege of charging meals will be discontinued.

In order to prevent the charging of meals, pre-payment of meals is strongly encouraged. Cash, check payments, and on-line deposits will be accepted in advance and credited to the child's account.

The school district shall annually notify all parents, in writing, prior to the opening day of school, outlining the requirements of this policy. The policy shall be published in appropriate school and district publications and posted on its website.

Staff members are allowed to purchase food from the district's food services. However, all purchases must be on a cash or pre-paid basis. Staff members will not be allowed to charge meals to be repaid later.

Ref:

[42 USC §1779](#) (Child Nutrition Act of 1966)

[42 USC §§1758\(f\)\(1\); 1766\(a\)](#) (National School Lunch Act)

Adoption date: May 17, 2016

Garden City Public Schools