

## North Huron Schools Meal Charge Policy

### I. Purpose

The goal of the North Huron Schools is to provide students with healthy meals each day. However, unpaid charges place a large financial burden on our Food Services Department. The purpose of this policy is to insure compliance with federal reporting requirements for the USDA Child Nutrition Program, and to provide oversight and accountability for the collection of outstanding student meal balances.

The intent of this policy is to establish uniform meal account procedures throughout the North Huron Schools. The provisions of this policy pertain to regular priced school breakfast and lunch meals only. While the USDA Child Nutrition Program does not require that a student who pays for regular priced meals be served a meal without payment, the North Schools provides this policy as a courtesy to those students in the event that they forget or lose their lunch money.

### II. Policy

**Full Pay Students - Elementary Students** will pay for meals at the district's published standard rate. Once a student's account reaches a negative of \$15.00, you will have a week to bring your account current or he/she will be offered a designated menu alternate. Sample: peanut butter and jelly sandwich, veggie sticks, fruit and milk.

**High School Students** - High School Students must prepay for all meals and a la carte purchases. When a student's account balance reaches negative \$15.00, he/she will only be offered a designated menu alternate.

**Free Meal Benefit** - Free status students will be allowed to receive a free breakfast and lunch each day. Ala carte purchases must be prepaid. Free status students will receive one milk with their meal, any additional milk purchases need to be paid for at .40 a piece.

**Reduced Meal Benefit** - Reduced status students will be allowed to receive a breakfast for \$.30 and lunch for \$.40 each day. When a student's account balance reaches negative \$15.00, he/she will only be offered a designated menu alternate. Sample: peanut butter and jelly sandwich, veggie sticks, fruit and milk.

**Parents/Guardians**- are responsible for meal payment to the food service program. Notices of low or deficit balances will be sent to parents/guardians at regular intervals during the school year.

**Students/Parents/Guardians-**

Meal payments **must** be made in advance. Deposits are to be turned into the office by 9:30 a.m.; you may make deposits for any amount; if payment is received after 9:30 a.m. it will be posted into your family account the next day. The amount will be deposited in each student's family account via computer. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. You can check your account balance by logging into your Skyward Student and Family Access Account. Any remaining funds for a particular student will be carried over to the next school year. Refunds for withdrawn students; a written request for a refund of any money remaining in their account must be submitted. An e-mail request is also acceptable. Students who are graduating will be given a refund. Unclaimed Funds must be requested within one school year. Unclaimed funds will then become the property of North Huron Schools Food Service Program. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child.

**Balances Owed-** In an attempt to collect negative balances there will be continued correspondence through letters, e-mails and phone calls to parents/guardians.

**North Huron Schools Bad Debt Policy-** North Huron Schools Food Service Program's uncollectable/delinquent debt of inactive student's will be paid by the district's general fund, State or local funding, school or community organizations or any other non-federal source. The uncollectable/delinquent debt must be made to the Food Service Program by December 31<sup>st</sup>, of the following school year in which it was incurred.