

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, and to minimize the fiscal burden on the District, all District schools shall follow guidelines with regard to meal charges:

- a) No more than three (3) meals per student may be charged.
- b) Only regular meals may be charged, that is, only what is on the menu.
- c) No snacks may be charged.
- d) Where a student owes money for lunch, but has money for lunch on a particular day, such student may purchase the lunch of his/her choice regardless of the amount of money that he/she owes. This includes snacks as well.
- e) Where a student owes money for lunch, and does not have money for lunch on a particular day, such student may only have a substitute sandwich, such as a Peanut Butter/Sun Butter and jelly sandwich or a cheese sandwich. The sandwich choice will come with the other lunch components. Allergies will be taken into consideration.
- f) A computer-generated point of sale system shall be used for identifying and recording all charged meals, as well as for collecting repayments.
- g) Low-balance letters will be sent home with students when appropriate.

This policy applies to all paying students whether they are paying full-price or reduced-price.

A student who abuses this policy may be denied a meal. If school authorities suspect that a student may be abusing this policy, they must first provide written notice to the parent that if the student continues to abuse this policy, the privilege of charging meals will be refused.

The District shall send a letter home to all parents on an annual basis, prior to the opening day of school, notifying them of the requirements of this policy.

All District schools shall maintain a system for accounting for charged meals that follow state guidelines.

Ref: Child Nutrition Act of 1966, 42 U.S.C. 1771 et seq.
National School Lunch Act, 42 U.S.C. 1715 et seq.
Guidance Document, New York State Education Department, Child Nutrition Program; "Establishing a Meal Charge Policy," August 2005

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