

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 district shall:

1. allow only regular meals to be charged, meaning what is on the menu, excluding extras and snacks (no charges of "a la carte" items);
2. limit the number of charges for regular meals to three (3) breakfasts and three (3) lunches per student per school year;
3. on the elementary and middle school levels, ensure that no student is denied a meal once the maximum limit is reached by permitting the student to charge an alternate breakfast consisting of bread with cheese (with fruit or juice and a vegetable and a milk) or an alternate lunch consisting of a cheese sandwich (with fruit or juice and a vegetable and a milk) at a cost equivalent to a regular meal until the account balance is paid in full;
4. in the High School, after three (3) meals are charged, no additional meals will be served until balance is paid in full;
5. use a computer-generated point of sale system, which identifies and records the sale of all meals, as well as meals charged and subsequent payments.
6. if you owe any money on your account, you will not be permitted to purchase any snacks.

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, as a section on the daily cash report or deposit summary reads "charges paid."

The District will send weekly letters to parents with outstanding balances. In addition, the District will contact parents to help resolve the unpaid balances and to offer assistance through the appropriate resources (school counselors, social workers, family resource centers, etc.) to determine whether the family may be eligible for free and reduced lunches.

A student may be prohibited from charging meals if there is an abuse of the meal charge privilege. In this case, written notice will be provided to the parent that if he/she 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, outlining the requirements of this policy. The policy shall also be published in appropriate school and district publications.

Staff

Staff members are allowed to purchase food from the District's food services. Adult meal prices will be established in accordance with Child Nutrition Program regulations. All purchases must be on a cash basis. Staff members will not be allowed to charge meals to be repaid later.

Ref:

[42 USC §1771](#) (Child Nutrition Act of 1966)

[42 USC §§1715](#) (National School Lunch Act)

Guidance Document, State Education Department, Child Nutrition Program; "Establishing a Meal Charge Policy", August 2005

Adoption date: 8/14/2013

Revision date: 12/15/2015

Nanuet Union Free School District