

Section 8000 Operations

**Title PROCEDURE FOR THE COLLECTION AND PAYMENT FOR CHARGED MEALS**

Code ag8500D

Status From Neola

Adopted May 15, 2017

Updated May 2023

Effective August 1, 2023

**8500D - 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 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.

**Students (Grades K - 12)** may still purchase a lunch if a student's lunch account has a negative balance, but they may not purchase any extra items. Student's may charge 1 week (5 meals, extras cannot be charged) when their account goes into the negative. **Upon charging 5 meals, students will be given an alternative meal and their account will be charged for a reimbursable lunch for this meal.**

A student's parents will be notified of the delinquency weekly by email and/or phone call of the delinquency in their student's lunch account.

**Adults** may charge one meal, this will remind them to get cash to put onto their lunch account

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 Nutrition Services Manager will work with each Principal to determine a payment schedule for these meals.

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