



Sylvania Schools

POLICY: MEAL CHARGING and UNPAID MEAL CHARGES

School Year: 2023 - 2024

Overview: Students are only allowed to charge one (1) reimbursable full breakfast and one (1) full reimbursable lunch per day if they do not have money on their meal account. Charges/negative balances ('charge'- to be/go negative) must be paid or they will be migrated to their Powerschool account and will need to be paid prior to graduation. NO a la carte items/extras such as chips, soda, extra pizza, etc can be charged. **Again, only one (1) reimbursable full breakfast and one (1) reimbursable full lunch per day when there is no money on the students account.**

Meal accounts: In an attempt to make certain no student goes without breakfast or lunch, our system allows students *to charge full meals and carry a balance. A la carte items can not be charged.* We will **not** take food from a child in the lunch line. We feed students and settle financial matters with parents/guardians later. Monthly emails are sent to the email address provided to us for any lunch account balance that is in arrears (meaning negative accounts).

Meal account balances – Notification is sent out periodically if a student's lunch account balance has a negative balance of -\$5.00 or more in arrears (negative) . If the account is not brought current, the charges will then be applied to the student's PowerSchool account and **must be paid to the Treasurer's Office.** If that should happen, notification is sent out. Parents/guardians need to keep an updated email address/ mailing address on file with the school district. Any food purchased is the financial responsibility of the parent/guardian.

Charging is for emergencies – The meal account charge system is required by the State of Ohio. It is intended to be used for the **occasional** time when a child does not have funds in their meal account or does not have money with them. This is NOT a revolving charge account, like a store credit card would be, and the meal account balance is the responsibility of the parent or guardian.

*Parent/guardian can submit a request in writing, via email, to rhoulston@sylvaniaschools.org or to tmay@sylvaniaschools.org in the Student Nutrition department if you do not want your student to be able to charge meals, meaning to go negative on the lunch account. In that case, the meal account **MUST** have money on the account or the student must have cash to purchase meals. We **can not** turn a student away without food, therefore, the student will be fed if they have no funds/cash or food with them and we will be forced to charge the account. The **student must have enough funds to pay for their food** as we are obligated by law to feed students.

There are a few ways to configure limitations on the student's account. Parents/guardians can call the food service office at 419-824-8655 or 419-824-8511 to discuss the options available.