

Chinook School District

PERSONNEL

8205

Meal Charge Policy

Note: For the purpose of this policy, parent includes guardian, caretaker relative, and any adult responsible for the care of the child.

The goal of the Chinook School District is to provide students with healthy meals each day. However, unpaid charges place a 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 Chinook School District. The provisions of this policy pertain to regular/reduced and second meals/milk priced school breakfast and lunch meals. While the USDA Child Nutrition Program does not require that a student who pays for meals be served a meal without payment, the Chinook Public Schools provides this policy as a courtesy to those students in the event that they forget or lose their lunch money, or have an unpaid balance in their lunch account.

Elementary, Middle School Students and High School Students will pay for meals at the district's published standard rate [each day, weekly, monthly]. A student will be allowed to charge a maximum of \$200 to their account after their balance reaches zero.

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

All school cafeterias possess computerized point of sale/cash register systems that maintain records of all monies deposited and spent for each student and said records are available by setting up an account at <http://www.chinookschools.org/>.or by speaking with the building secretary.

Students/Parents pay for meals in advance via [enter website address if applicable] or with a check payable to Chinook Public Schools. Further details are available on our webpage at <http://www.chinookschools.org/>.

Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student at the end of the school year will be refunded.

Refunds for withdrawn, and graduating students; a written request for a refund of any money remaining in their account must be submitted.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 at the end of the year will be given the option to transfer to a sibling's account with a written request.

Balances Owed will be sent to collections per Federal guidelines.

If a student is without meal money on a consistent basis, the administration will investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child.

