

SUBJECT: SCHOOL FOOD SERVICE PROGRAM MEAL CHARGE POLICY

Meal Charge Policy

The Vestal Central School District Board of Education recognizes that, on occasion, students may forget to bring money to school. To ensure that students do not go hungry, but also promote responsible student behavior and minimize the fiscal burden to the district, the Board will allow students who forget money to "charge" the cost of the meals to be paid back at a later date.

The following rules apply:

The provisions of this policy pertain to regular & reduced priced school breakfast, lunch and snack (if applicable) meals only.

Charging of items outside of the reimbursable meals (ala carte items, adult meals, etc.) is expressly prohibited.

Free Meal Benefit- Free eligible students will be allowed to receive a free breakfast and lunch each day. A la carte purchases must be paid/prepaid.

Reduced Meal Benefit -Reduced eligible students will be allowed to receive a breakfast for \$0.25 and lunch for \$0.25 each day. A student will be allowed to charge a maximum of five (5) meals to their account after the balance reaches zero. The charge meals offered to students will be reimbursable meals that are available to all students.

Full Pay Students – Students will pay for meals at the school's published paid meal rate each day. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child, if applicable.

Student Charging- A student will be allowed to charge a maximum of five (5) meals to their account after the balance reaches zero. The charge meals offered to students will be reimbursable meals that are available to all students. After five (5) lunch charges, the Food Service office will contact the parent/guardian to inform of these charges and request payment.

Adult Charging- There will be no adult charging (employees, volunteers, or visitors) of school meals.

Parents/ Guardians- Are responsible for meal payment to the food service program. Discreet notices of low or deficit balances will be sent to parents/ guardians at regular intervals during the school year. Parents will be given notice of the negative balance on their student's accounts with weekly auto-calls and negative balance letters.

Students/Parents/Guardians -May pay for meals in advance via <https://www.myschoolbucks.com/> or with a check payable to Vestal CSD Food Service. Further details are available on our webpage at www.vestalfs.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 may/will be carried over to the next school year.

Balances Owed -Collection of owed balances will follow the policies and procedures set by the school.

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 if applicable.

Annual Notification- The school district will provide notice to all parents on an annual basis prior to the opening day of school, outlining the requirements of this policy. This policy shall also be published in an appropriate school-based publication. The Superintendent and his/her staff will develop rules and regulations concerning meal charges.