

POLICY

2017

7720

Students

Subject: Charge Meal Policy

The purpose of this policy is to insure compliance with federal reporting requirements for the Child Nutrition Program and to provide oversight and accountability for the collection of outstanding meal balances. Federal reporting requirements do not allow the Child Nutrition Program to charge meals. Students may pay for meals in advance, at time of purchase or make electronic payments.

The Windsor 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 to 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.

Student Charging – A student will be allowed to charge up to five (5) lunches with the cost of these lunches added to their account balance. After five (5) lunch charges, the Food Service office will contact the parent/guardian to inform of these charges and request payment. In the case a student is over the allowable limit of five (5) charges without payment and the Food Service office has been unsuccessful in collecting charges owed, the building administration will be contacted to assist in collection efforts. The cost of additional charged meals will continue to be added to the student’s account and will need to be paid for as well. This will continue until payment is made. There will be no charging of “extra” items or ala caret (snack) items until the account is paid and in good standing.

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

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 regulation. The regulation shall also be published in an appropriate school-based publication.

The Superintendent of Schools and his/her staff will develop rules and regulations concerning meal charges.

Reviewed: 8/2/17

BOE: