

LANGFORD AREA SCHOOL DISTRICT	Food Service
Policies	

DISTRICT MEAL CHARGE POLICY

Federal Requirement: This policy will address the need for school food authorities (SFAs) participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) to institute and clearly communicate a meal charge policy to the families served. Because all students in participating schools may receive reimbursable meals, all SFAs must have a policy in place for students who are participating at the reduced price or full pay rate, but either do not have money in their account or in hand to cover the cost of the meal at the time of service. Such a policy ensures that school food service professionals, school administrators, families and students have a shared understanding of expectations in these situations.

More information about this US Department of Agriculture (USDA) Food and Nutrition Service requirement can be found at <https://www.fns.usda.gov/school-meals/unpaid-meal-charges>.

Food Service personnel will be responsible for maintaining account records and notifying the student's parent/guardian when meals charges have exceeded negative balance limits.

It is the District's expectation that families will pre-pay for meals before they are served. Families are encouraged to apply for free and reduced price meal benefits.

Collection Procedures:

- Notices of negative account balances will be sent home weekly.
- When a student's negative balance has exceeded \$20, personal calls will be made to parents to resolve delinquent accounts.
- When the negative balance exceeds \$40, the student may be denied further credit and will need to bring a sack lunch from home.
- No charges are allowed for seconds or a la carte items on accounts with a negative balance or a zero balance. If a student has money to purchase a meal at the time of service, the child must be provided a reimbursable meal. SFAs may not use the money to pay account balance if the child wishes to purchase that day's meal.

Personal contact will be made to families to discuss payment plan options for accounts with negative balances.

Adopted: August 14, 2017