



St. George Municipal School Unit

P.O. Box 153, Tenants Harbor, ME 04860

Tel. (207)372-6312, Fax (207)372-6900

Child Nutrition (Food Service): Charging/Unpaid Meal Balances Procedure

It is the responsibility of every parent who has not qualified for free breakfast and lunch to pay either the balance of the cost of a reduced breakfast or lunch or, the full price for breakfast or lunch. If a family qualifies for direct certification but opts to pay at a reduced price, it is their responsibility to pay the balance of the cost of a reduced breakfast or lunch. The total allowable charge balance should be fully paid every week. Payment plans are an option and can be set up by contacting Janet Harjula, Food Service Director, at (207) 372-6312 or via email at j.harjula@stgeorgemsu.org.

In the event the balance is not paid, students will still be offered/served breakfast and/or lunch. The district will mail out unpaid balance letters on a monthly basis. Free and Reduced applications are also available at any time and can be accessed online via the district website (www.stgeorgemsu.org), at the main office at the school, and can be mailed or sent electronically upon request. Free and Reduced letter and applications are sent out to all students prior to the first day of school and are sent out again during the month of January. The district will continue to serve students regardless of their balance due.

The district will continue to send out monthly balance letters to families. The district will review the direct certification listing on a monthly basis and will update the status for those students that are eligible as of the effective date on the direct certification listing.

Any donations received by the St. George MSU Board for the Child Nutrition Program will be applied to cover the total cost of the program. The Finance Committee will review unpaid meal balances at the end of each school year and update the school board.

Revised

First Reading: 4/23/2019 (Finance Committee)

Second Reading: 5/8/2019

Adopted: 5/8/2019