

Café Charge Procedure, Accepting Checks Procedure, SY 19-20

Student/Adult Meal Charges

The School Nutrition Program can lose thousands of dollars annually due to unpaid breakfast and lunch charges. School meals should be paid in advance, or paid at the time of purchase.

Uncollected charges represent bad debt which is not an allowable expense to the school nutrition program according to OMB Circular A-87.

Adults and employees of Lumpkin County Schools may not charge meals.

All Lumpkin County Schools have a student "no charge" procedure. It is the intent of Lumpkin County Schools that no student should go all day without meals however, so an alternate breakfast and/or lunch will be provided at no charge to students.

Per federal guidelines the School Nutrition Program cannot allow uncollected charges. Café Managers and Assistants remind students if meal funds are getting low, send home notices, and call parents if there is a concern about meals or a negative meal account balance.

Extra Sales

Extra items and second meals are not to be taken from the serving area if the student has no method of payment. The School Nutrition Program receives no federal, state, or local funds for individual food or beverage items, second meals for students, or adult meals.

Accepting Checks

It is the procedure of the Lumpkin County School Nutrition Program not to cash any checks. No two-party checks are accepted. The School Nutrition Program accepts and deposits only one party checks written for payment on a customer's school nutrition account.

Checks or monies given to cashiers will first be applied to any existing charges, then any remaining funds will be placed on the account. If two checks have been returned for NSF, all future purchases will be on a cash only basis.