

MEAL PAYMENTS FOR STUDENTS AND ADULTS

Unpaid meal charges reduce revenue that affects the ability to pay food bills, employee salaries and many other expenses. Unpaid charges and the cost associated in collecting these charges result in higher meal prices for all students.

The nutrition services meal payment policy is intended to:

- Treats all students with dignity and respect;
- Maintain a positive experience for students during meal service;
- Establish practices that are age appropriate; and
- Promote parents; responsibility for meal payments and self-responsibility of the student.

The following guidelines shall apply regarding purchasing meal:

1. The Valliant Public School District utilizes a cash or prepayment system for purchasing meal. Students and adults may pay daily with cash or check.
2. Federal regulations do not mandate meals be furnished on credit. The ability to charge meals is a privilege for students and faculty who have forgotten money. Procedures are in place to ensure students do not go without lunch.
3. All families, regardless of income, are encouraged to apply for free or reduced price meals. Updated applications for free or reduced price meals are available by August 1 of each school year. Only applications for the current school year will be processed. Parents and students are responsible for the cost of meals until the family's free/reduced application is processed. Application will be processed within 10 business days after receiving the application. All applicants will be notified by mail of the result of the application.
4. Payments can be made at the point-of-sale or at any time the cafeteria cashier is available. Checks should be made payable to the school, with the patron's name in the memo area to eliminate any confusion.
5. Charging privileges:
 - a. Students may not purchase ala carte items if their account shows a negative balance.
 - b. Students, faculty and staff are allowed to charge up to \$40.00
6. Notification Process
 - a. When account balances are approaching the cost of two meals, the cashier will verbally ask the student to bring money. They will verbally remind the student each day, thereafter.
 - b. On Thursdays a notice will be emailed to the parent/guardian of students who have a negative balance.
 - c. A notice and free/reduced application will be sent home with any student who has a balance of - \$10.00.
 - d. Adults will be reminded verbally

7. Requests for refunds must be in writing or by e-mail. Allow 6-8 weeks for a refund. Funds can also be transferred to any other student's account with a written request. All refunds must be requested within one year. Unclaimed funds will become the property of VPSD.
8. In cases of frequent charging abuse, VPSD may enlist the help of a principal, assistant principal, or district social worker and will contact an adult household member or the offending staff member to arrange a meeting to discuss the problem. In addition, the district reserves the right to pursue other remedies to include, but not limited to, loss of student privileges and legal action.
9. When a check is returned to the VPSD office for insufficient funds (NSF), staff will call the account holder to make payment or payment arrangements for the check. Payment or arrangements must be made at the VPSD office, rather than the cafeteria cashier. Payments to replace a NSF check must be made in cash. If a NSF check is written, no other payment by check can be made until arrangements have been made to cover the first check.

Valliant Public Schools will not deny meals as a disciplinary action against any student who is enrolled in school. However, disciplinary action which indirectly results in the loss of meals is allowable (i.e. student suspended from school). All students, including In-School Suspension (ISS) students, will have equal access to foodservices (all lines and meal types) if they are allowed to go to the cafeteria to receive meals during regular meal periods. If ISS students are allowed access to the cafeteria, either before or after regular serving times, they may be limited to only one line or meal type.