

4.51— FOOD SERVICE PREPAYMENT

Meal Charges

The district does not provide credit for students to charge for meals, a la carte, or other food and beverage items available for purchase in the school food service areas. Meals, a la carte, or other food and beverage items may be purchased by either providing payment for the items at the time of receipt or by having a prepaid account with the District that may be charged for the items. Parents, or students choosing to do so, may pay in advance for meals, a la carte, or other food and beverage items through any of the following methods:

- Submitting cash or check payment at the cafeteria's or in lock boxes, located by the school office. Student's first and last name is required.
- Depositing funds through the District's online service; at EZschoolpay.com

A student's parents will be contacted by authorized District personnel regarding a student's prepaid account balance at the following times:

- Elementary and Intermediate Schools when the account is at \$7.50 or below
- At the Junior High and High School, the cashiers will communicate directly with the student concerning a balance at \$7.50 or below.

Alternative Meals

The District provides alternative meals at no cost to students whose accounts do not have enough funds to purchase a meal. Alternative meals are available during regular serving time.

- Alternative Breakfast provided: graham crackers and milk
- Alternative lunch provided: cheese sandwich, fruit and milk

Students who have submitted proper documentation to receive a meal substitution in accordance with Policy 4.50—SCHOOL LUNCH SUBSTITUTIONS shall receive the same type of substitution for an alternative meal.

Notes:

A copy of this policy must be communicated in writing at least once to all households at the start of each school year and to households of students who transfer to the school during the school year. Some suggestions on communication methods are to include a copy of the policy in:

- Student enrollment materials;
- Print versions of student handbooks; or
- Notification methods on applying for free or reduced price meals.

The United States Department of Agriculture (USDA) does not consider providing a copy of this policy only in electronic format to satisfy the communication requirement.

A written copy of this policy must be provided to all staff responsible for policy enforcement. This includes:

- A. School food service professionals;
- B. Staff involved in notifying families of low prepaid account balances;
- C. School social workers;
- D. School nurses; and
- E. The LEA homeless student liaison.

Legal References: Commissioner's Memo CNU-17-003
 Commissioner's Memo CNU-17-024

Date Adopted: February 13, 2017

Last Revised: