

Book	FHSD POLICIES
Section	5000 SUPPORT SERVICES/ 5500 Food Service Program
Title	Meal Charges
Number	5550
Status	Active
Adopted	June 15, 2017

Purpose

The purpose of this Policy is to maintain consistent meal account procedures throughout the District. Unpaid charges place a financial strain on District finances. The District's contracted food service vendor is responsible for maintaining food charge records and for notifying the District's accounting department of outstanding balances.

Administration

1. Student Groups:
 - Elementary students will be allowed to charge a maximum of fifteen (\$15.00) dollars.
 - a) These meals will include only the menu items of the reimbursable meal.
 - b) After the balance exceeds fifteen (\$15.00) dollars, the student may be given a designated menu alternate.
 - Middle and High School students will be allowed to charge a maximum of three meals. After this maximum has been met, no additional charges will be accepted.
2. Elementary students will be allowed to charge up to one dollar (\$1.00) for à la carte foods and beverages. Middle and High School students will not be allowed to charge à la carte foods and beverages.
3. Various methods of communication may be used to notify parent(s)/guardian(s) of students with negative balances, including electronic communication, written correspondence, or phone call by the appropriate party.
4. On May 15 annually, all charging will be cut off.
 - Parent(s)/guardian(s) will be sent a written request for "payment in full."
 - All charges not paid before the end of the school year will be carried forward into the next school year.
 - Graduating seniors must pay all charges in full. Failure to do so may result in the delinquent student being denied participation in graduation ceremonies.
5. If a financial hardship is suspected, families will be encouraged to apply for free/reduced meals at any time during the school year. Buildings may also establish special funds to assist students with meal purchases.
6. Each building principal will send a letter to all parent(s)/guardian(s) on or before the first day of school notifying them of the requirements of this Policy. This Policy will also be published on the District's website.