

COLLECTION OF MONEY FROM STUDENTS - MEAL CHARGES FILE: JQA-R1

I. GENERAL GUIDELINES AND PROCEDURES

- A. Students will not be permitted to charge ala carte items.
- B. Negative balance statements will be given to students or mailed to the student's residence in the week when negative balance amounts reach \$5.00.
- C. Students currently approved for FREE meals will receive a meal approved under federal guideline regardless of the amount of money owed.

II. BALANCE LIMITS

- A. Students will be permitted to charge no more than 5 meals.
- B. When a student's account reaches the 5 meal charge limit dollar value, such students will be required to pay on a daily basis if he/she wishes to purchase a school meal. In such cases a substitute meal will be served at no cost to the student.

III. DEBT CONSEQUENCE

- A. Students with meal balance accounts in arrears under II. A-B may have their extracurricular activity participation restricted at the discretion of school administration.
- B. All debts follow students from one school to another when they change schools and from one school year to the next.

IV. PAYMENT OF DEBT

Students who have a debt for meals which exceed the 5 meal account balance as described in paragraph II. B are required to meet with the principal or his/her designee to determine a payment plan for the debt. Principals may conference with parents to establish a payment plan for debt.

Reviewed 08/09/11	Superintendent Approved 08/10/11
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