

PAYMENT OF SCHOOL MEAL ACCOUNTS

The Lake-Lehman School District prohibits schools within its jurisdiction from publically identifying or stigmatizing a student who cannot pay or who owes money for school meals requiring a student who cannot pay to perform chores or requiring a student to discard a school meal after it was served if the student cannot pay or owes money.

School Meal Charges and Accounts

The Lake-Lehman School District acknowledges the financial strain that unpaid meal charges impose upon the Food Service Department and District as a whole. However, the District also recognizes that nutrition plays a vital role in the physical, mental and academic growth of all students.

The Lake-Lehman School District guarantees that no student will be denied the opportunity to have a balanced, nutritional meal and the following procedures will be followed:

It is strongly encouraged for parents/guardians to utilize pre-payment options. These options include:

- Cash or check payment prior to, or at the time of purchase. No change will be issued for cash payments. All monies remitted will be applied to the student's account.
- Electronic credit card payment through MYSCHOOLBUCKS accounts available through the Lake-Lehman School District website.

If a family is unable to pay for school meals due to economic reasons, assistance may be available. Eligible students may receive breakfast and/or lunch at a free or reduced cost under the USDA Free and Reduced Lunch Program.

Collection of Unpaid Meal Charges

Accruing a negative meal charge balance is strongly discouraged. However, when these circumstances occur, the following procedures will be followed:

- All students will be provided the opportunity to purchase a regular school meal and have the meal charged to their account.
- Ala carte purchases will not be permitted.
- Parents/guardians will be sent a letter requesting payment when the balance of charges reaches over \$20.00.
- Building principals will investigate unpaid balances occurring on a consistent basis and communicate with parents/guardians to reach a resolution **and will offer assistance in helping them apply for the free and reduced lunch program.**
- Unresolved balances will be submitted to the Superintendent for further investigation and recommended action.