

### **Meals Charging**

Students will be allowed to charge a reimbursable meal in grades 1-12 if the funds in their meals account cannot cover the cost of a school meal. The cashiers will tell the students verbally when their accounts are running a low balance. We allow students to charge reimbursable meals up to an amount not greater than \$20.00. Notices will be sent home to the parent via the student. If we do not receive payment, a phone call will be made to the parent with the expectation that the account will be paid in full.

We have an on-line parent payment system in place called My School Bucks. The system allows parents to view their student's account and make deposits on-line with credit cards. The system allows parents to receive a low-balance e-mail to help remind them to make a deposit.

The charge will create a negative balance in their meal account until it is paid back.

Any negative account balances need to be brought to zero in the food service fund at the close of the fiscal year. If any negative balances remain, they would need to be covered by the general fund.

Adoption: August 14, 2017