



STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
PAUOA ELEMENTARY SCHOOL  
2301 PAUOA ROAD  
HONOLULU, HAWAII 96813  
Ph: (808)-587-4500 Fax: (808)-587-4506

August 17, 2020

Dear Parent/Guardian:

**SUBJECT: Unpaid Meal Charges**

**The following is an excerpt from the Department of Education's policy  
(Policy SP 46-2016: Unpaid Meal Charges – Local Meal Charge Policies  
Revised 10/11/17)  
(For Students who have Full Pay or Reduced Price Meal Status)**

- Students who are unable to pay for their meal at the point of service shall be allowed to incur (**meal only**) charges for the first 21 days of school;
- The parent/guardian shall be responsible to repay all meal charges that are incurred during the first 21 days of the school year; and
- After the 21 days, unpaid meal charges should not exceed the cash equivalent of seven days. (i.e. meals charged at full price are not to exceed **\$25.20** (\$1.10 for Breakfast + 2.50 for Lunch = \$3.60 x 7 for Full Pay Status Students and **\$4.90** (.30 for Breakfast + .40 for Lunch = .70 x 7 for Reduced Status Students for grades K-8...

***Schools shall disallow the charging of an a la carte or extra item by any child with a negative balance, regardless of the child's eligibility status.***

If there are no funds in your child's meal account and the **7 days meal/\$25.20** or **\$4.90** balance has been reached, please send your child to school with a home lunch. **This will be the procedure until your child's account has been paid in full.**

Mahalo for your cooperation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dale M. Arakaki".

Dale M. Arakaki, Principal