

799 FOOD SERVICES MANAGEMENT (Meal Charge Policy)

I. Purpose

The purpose of this policy is to establish consistent meal account procedures throughout the building in the provision of meals to students.

II. General Statement of Policy

- A. Fridley School District #14 recognizes the parent/guardian's responsibility to provide breakfast and lunch for their children. Proper nutritional intake is essential for adequate learning to occur.
- B. It is the policy of District #14 to offer breakfast and provide lunch at school. The Food Service Department strives to produce quality meals in an efficient and fiscally responsible manner.
- C. Students may purchase meals when funds have been deposited into their personal account or by cash payment in A La Carte areas in the High School.
- D. Families may apply for free/reduced meals anytime during the school year. Applications are mailed to all families in the district prior to the school year. In addition, applications are available at the district office, all school offices and in the cafeterias during breakfast and meal service.

III. Procedures for Notifying Family of Account Status

- A. The parent/guardian will be notified when the family account is at \$5.00 or less. Modification of the dollar amount may be made for student receiving reduced meals. This will be determined by the Food Services Staff and will be based on the number of children in the family receiving reduced meals.
- B. All students in grades K-12 will be notified in the lunch line each day when their account is at \$5.00 or less.
- C. In addition, the parent/guardian of children in grades K-4 will be given verbal or written notification by the Food Service Staff. It is expected that students in grades 5-12 will inform their parent/guardian of the balance in the family lunch account.
- D. If the family account is less than adequate to pay for breakfast and/or lunch, a student in the family will be allowed to charge one meal. When the account is negative, Food

Service staff will call the family. If the family cannot be contacted, a letter will be sent to them.

- E. When the balance is negative, a milk and grain component will be offered at breakfast and a sandwich and milk will be offered at lunch.
- F. After the second day in succession of offering the substitute breakfast and lunch, the building principal or their designee will contact the family and review with them their responsibility to provide meals for their student.
- G. Assistance from county Social Services may be requested by the school social worker for possible neglect when above procedures are unsuccessful.

School Board Action:

Adopted as Policy 799 May 17, 2005

Fridley School District Policy