

SAYDEL COMMUNITY SCHOOL DISTRICT

CHILD NUTRITION PROGRAM CHARGES AND NOTIFICATION GUIDELINES

In accordance with state and federal law, the Saydel Community School District adopts the following policy to ensure school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day, prevent the overt identification of students with insufficient funds to pay for school meals, and maintain the financial integrity of the nonprofit school nutrition program.

Students shall never be denied a reimbursable meal, even if they have accrued a negative balance from previous purchases. A la carte (extra entrees, extra milk or milk to go with lunch brought from home) can only be purchased if a student's account has adequate funds. There is no charging of a la carte items. Once an account balance is below \$0.00, an automated phone call will be made to the student's parents alerting them to the current balance. The Director of Food Service and Building Principal will be notified. Adults will be allowed to charge three adult meals before being denied to eat until payments are made.

The policy and supporting information regarding meal charges shall be provided in writing to:

- All households at or before the start of each school year;
- Students and families who transfer into the district, at time of transfer; and
- All staff responsible for enforcing any aspect of the policy.

Records of how and when the policy and supporting information was communicated to households and staff will be retained. The Superintendent may develop an administrative process to implement this policy.

Legal Reference: 42 U.S.C. §§ 1751 *et seq.*
7 C.F.R. §§ 210 *et seq.*
U.S. Dep't of Agric., SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016).
U.S. Dep't of Agric., SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016).
U.S. Dep't of Agric., SP 57-2016, Unpaid Meal Charges: Guidance and Q&A (2016).
Iowa Code 283A.
281 I.A.C. 58.

Cross Reference: 710.1 Child Nutrition Program
710.2 Free or Reduced Cost Meals Eligibility
710.3 Vending Machines

Approved: May 19, 1997

Reviewed: August 2018

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