

## **Business/Non-Instructional Operations**

### **Food Service**

#### **Charging Policy**

The school nutrition program is an essential part of the education system and by providing good-tasting, affordable, nutritious meals in pleasant surroundings; we are supporting the learning environment and helping to teach students the value of good nutrition.

The Board of Education has an agreement with the Connecticut State Department of Education to participate in the National School Lunch Program (NSLP) and accepts full responsibility for adhering to the federal and state guidelines and regulations pertaining to this program. The Board also accepts full responsibility for providing regular priced meals, as well as free and reduced price meals for children qualifying under the guidelines identified by the NSLP.

The Board recognizes that there is no legal requirement to allow students to charge meals, however because the District participates in the NSLP, the Board approves the establishment of a system to allow a student to charge a meal.

The Board realizes that funds from the non-profit school food service account, according to federal regulations, cannot be used to cover the cost of charged meals that have not been paid.

Moreover, federal funds are intended to subsidize the meals of children and may not be used to subsidize meals for adults (teachers, staff, and visitors). Adults are not allowed to charge meals and shall pay for such meals at the time of service or through pre-paid accounts.

“Alternate Meals” are not clearly defined in federal and state regulations but refer to a meal served to a student that is different from the day’s advertised reimbursable meal. The District shall determine the alternate meal to be offered.

The District strongly discourages the charging of meals, but understands that an occasional emergency may occur. In the event a student has no money, or their account balance is insufficient, the student will be allowed up to four (4) reimbursable meal charges. No snack or a-la-carte items shall be charged by any student with a negative balance. The District’s policy is as follows:

1. Students may charge up to the equivalent dollar value of four lunch meals. After that limit has been reached, the student will be offered an alternate meal.
2. Parents will receive a weekly email or phone notification when their child’s balance reaches \$5.00 or less.
3. Parents of students who amass a balance of -\$20.00 will be contacted by the Food Services Director.
4. Parents of students who amass a balance of -\$40.00 will be contacted in writing by the Business Manager. Failure to pay a negative balance within 10 days of being contacted in writing by the Business Manager will result in a suspension of charging privileges.

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Legal Reference: Connecticut General Statutes

10-215 Lunches, breakfasts and other feeding programs for public school children and employees.

10-215a Nonpublic school and nonprofit agency participation in feeding programs.

10-215b Duties of State Board of Education re feeding programs.

State Board of Education Regulations

Operational Memorandum #19-10, State of Connecticut, Bureau of Health/Nutrition, Family Services and Adult Education.

“Unallowable Charges to No-profit School Food Service Accounts and the Serving of Meals to No-paying Full and Reduced Price Students”

National School Lunch Program and School Breakfast Program; Competitive Foods. (7 CFR Parts 210 and 220, Federal Register, Vol 45 No. 20, Tuesday, January 29, 1980, pp 6758-6772.

Policy adopted: February 10, 2016

PLYMOUTH PUBLIC SCHOOLS  
Plymouth, Connecticut