

The goal of the Johnson City Central School District is to provide student access to nutritious no- or low-cost meals each school day.

However, un-paid charges place a large financial burden on our school. The purpose of this policy is to insure compliance with federal requirements for the USDA child Nutrition Program, and to provide oversight and accountability for the collection of outstanding student meal balances.

The intent of this policy is to establish procedures to address unpaid meal charges throughout the Johnson City Central School District. The provisions of this policy pertain to regular priced school breakfast, lunch and snack (if applicable) meals only. The District provides this policy as a courtesy to those students in the event that they forget or lose their lunch money. Charging of items outside of the reimbursable meals (a la carte items, adult meals, etc.) is expressly prohibited.

Free Meal Benefit – Free eligible students will be allowed to receive a free breakfast and lunch each day. A la carte purchases must be paid/pre-paid.

Reduced Meal Benefit – Reduced eligible students will be allowed to receive a breakfast for \$.25 and lunch for \$.25 each day. A student will be allowed to charge a maximum of two meals to their account after the balance reaches zero. The charge meals offered to students will be reimbursable meals that are available to all students.

Full Pay Students – Students will pay for meals at the school's published paid meal rate each day. If a student is without meal money on a consistent basis, the administration will investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encourage to apply for free or reduced price lunches for their child if applicable. A student will be allowed to charge a maximum of two meals to their account after the balance reaches zero. The charge meals offered to students will be reimbursable meals that are available to all students.

Parents/Guardians are responsible for meal payment to the food service program. Discreet notices of low or deficit balances will be sent to parents/guardians at regular intervals during the school year.

Students/Parents/Guardians may pay for meals in advance via Myschoolbucks. Further details are available on our webpage at www.jcschools.com. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student may/will be carried over to the next school year.

Refunds For Withdrawn and Graduating Students – A written or e-mailed request for a refund of any money remaining in their account must be submitted. Students who are graduating at the end of the year will be given the option to transfer to a sibling's account or receive a refund check with a written request.

Unclaimed Funds - Unclaimed funds must be requested within one school year. Unclaimed funds will then become the property of the Johnson City Central School District Food Service Program.

Balances Owed - Collection of owed balances will follow the policies and procedures set by the school.

Adult Employees, Volunteers and Visitors - Adult charging of school meals is not authorized.

Suspected Abuse of This Policy - If food services staff suspect that a student may be abusing this policy, written notice will be provided to the parent/guardian that if the student continues to abuse this policy, the privilege of charging meals will be refused.

Annual Notification - The District will provide notice to all parents/guardians on an annual basis prior to the opening day of school outlining the requirements of this policy. The policy shall also be published in appropriate school-based publications for each grade