

South Lyon Community Schools

Food Service Department

Meal Charging Policy

The purpose of having a meal charging policy is to have consistent, clear meal procedures throughout the district.

The Food Service Department wants to ensure that all students have access to a healthy meal and that no child goes hungry. We encourage parents/guardians to assume the responsibility of meal payments and to maintain a positive account balance in order to provide a stress free lunch experience for their child and protect the financial integrity of the department.

The Food Service Department is responsible for notifying the student's parent/guardian with written reminders and emails after credit limit has been reached. The Parent/Guardian is responsible for immediate payment.

Student/Family Meal Accounts:

We strongly discourage meal charging, but understand that it occasionally happens. Meal charges are a temporary solution and are not intended to address broader issues of a parent/guardian's inability to pay for a meal for his/her child. In those cases, an application for Free and Reduced Price School Meals should be completed. Free and Reduced Price School Meal applications are available in the cafeteria, school office, and on the district website.

Parents/Guardians are encouraged to make meal payments in advance. Personal checks and cash deposits are accepted at the student's school and, as a convenience, payments may also be made by credit/debit card by logging into Skyward Family Access.

When using Skyward Family Access, parents/guardians can view daily purchases and account balance at any time. Food Service cashiers will verbally notify students when their account balance is getting low. They also provide a written, friendly reminder that the account is low or in arrears.

Meal Charging Policy:

Although not required by law through the National School Lunch Act or the Healthy Hunger Free Kids Act, limited meal charging will be allowed, as a courtesy to families, under the following conditions:

• Elementary School Students:

- Only reimbursable meals and milk may be charged. No ala carte or snack purchases may be charged.
- Students/Families may charge any combination of meals, (breakfast and lunch) up to a total of \$10.00.
- Students will be notified verbally at the register or given written reminders when their balance is low or when they are in arrears.
- Repayment is expected for all charged meals.
- After the charging limit has been reached, a courtesy lunch will be offered consisting of a cheese sandwich, fruit, vegetable and milk. A courtesy breakfast will consist of cereal, milk and fruit.
- All unpaid charges must be paid in full at the end of the school year.

Middle School Students:

- Only reimbursable meals and milk may be charged. No ala carte or snacks may be charged.
- Students/Families may charge any combination of meals, (breakfast and lunch) up to a total of \$10.00.
- Students will be notified verbally at the register or given written reminders when their balance is low or they are in arrears.
- Repayment is expected for all charged meals.
- After the charging limit has been reached, a courtesy lunch will be offered consisting of a cheese sandwich, fruit, vegetables and milk. A courtesy breakfast will consist of cereal, milk and fruit.
- No charging will be permitted 2 weeks prior to the end of the school year.
- All unpaid charges will be added to the list of any outstanding fees, or unpaid fines at the end of the school year. Payment must be made in full to the Food Service Department.

High School Students:

- There is no charging permitted unless approved by an administrator.
- Students will be notified verbally at the register when their account balance is low, specifically the dollar value of two lunches or less.
- All unpaid charges will be added to the list of any outstanding fees or unpaid fines at the end of the school year. Payment must be made in full to the Food Service Department.