



Charge Policy and Unpaid Meal Policy Procedures

All meals that are non-reimbursable will be charged to the student account as an Ala Carte. This includes second meals, adult meals and snack items that are purchased during breakfast or lunch time.

Field Trips – the students if offered to obtain a lunch from the school and they have selected yes, the student will be charged for that lunch based on their status.

Parents can add money to the students lunch account via on line or in the school cafeteria. Students can add money to their account in the cafeteria.

Students that have an unpaid balance will be notified. The school will review their lunch account and confirm that they are receiving the proper status. Any adjustments will be made if there was an error that occurred. A copy of their lunch account will be sent to the parent. We will work with the parent by marking the account for meals only and see if the parent needs to fill out an application.

Any students that leave our school with an unpaid balance and we have gone through our process as outlined above, the balance will be placed on the student obligation with the county until it is paid off.

Our system does not give the students tickets or tokens in case the student loses them.

We do give the students PIN number for their lunch account. The staff will say the student name to confirm that “Johnny Smith” is using “Johnny Smith” account and not “Johnny Stone” account. The cashier will not permit another student to use another’s account.