

POLICY: 941. MEAL CHARGE POLICY – FOOD SERVICES MANAGEMENT**

PURPOSE

The purpose of this policy is to establish consistent meal account procedures throughout the buildings in the provision of meals to students.

GENERAL POLICY STATEMENT

A. The Arrowhead Union High School District recognizes the parent/guardian's responsibility to provide lunch for their children. Proper nutritional intake is essential for adequate learning to occur.

B. It is the policy of the Arrowhead Union High School District to offer and provide lunch at school. The Food Service Department strives to produce quality meals in an efficient and fiscally responsible manner.

C. Students may purchase meals when funds have been deposited into their individual accounts or by cash payment.

D. Families may apply each year for free/reduced meals or anytime there is a change in income during the school year. Applications are mailed to all families in the School District prior to the school year. In addition, applications are available in the District office and all school offices.

PROCEDURE POLICY: 941. MEAL CHARGE POLICY – FOOD SERVICES MANAGEMENT

PROCEDURE FOR NOTIFYING FAMILY OF ACCOUNT STATUS

A. The parent/guardian will be notified when the individual student account is at \$5.00 or less.

B. Grades 9-12 will be given a verbal notification or written notice by the Food Service staff.

C. Students will be notified in line each day that their account is less than \$5.00. Modification of the dollar amount may be made for students receiving reduced meals.

D. If the individual account is less than adequate to pay for lunch, the student will be allowed to charge two meals. When the account is negative, the Food Service Staff will send a letter home via email or will call the family. No a la carte purchases will be permitted on the account when the account is less than adequate to pay for the items.

E. After the second day, the building principal or their designee will contact the family and review with them their responsibility to provide meals for their student. If the family account falls below (-\$5.00), the account will be set inactive until the account is current.

F. Accounts that are negative are reviewed throughout the calendar year.