



SECTION: OPERATIONS

TITLE: STUDENT MEAL CHARGE ACCOUNTS

ADOPTED:

REVISED:

	808.1. STUDENT MEAL CHARGE ACCOUNTS
1. Purpose 42 U.S.C. Sec. 1751 et seq, 1771 et seq	Pursuant to the National School Lunch Act and the Child Nutrition Act of 1996 the Erie County Technical School operates a school meal program for all of its students and wishes to engage in a computerized point-of-sale food system for the purchase of meals. The computerized point-of-sale debit system allows for the charging of a limited number of meals.
2. Authority	The Erie County Technical School Joint Operating Committee authorizes administration to carry out the policy and enforce the practices to collect account balances.
3. Definitions	Student Account - individual account assigned to each student in the Erie County Technical School for accounting purposes for the purchase of meals and food items. PIN Number - personal identification number assigned to each student within the Erie County Technical School, which accesses his/her student account. Individual Participation Report - a report generated by the Erie County Technical School and sent to the student's parent/guardian upon request or in the event that the student charges meals. This report reflects the activity on the student's account including the number of meals purchased or charged, other food purchases, and the outstanding balances. Reports are sent home with students or in some circumstances, the reports are sent via mail to the parent/guardian. Meal - breakfast or lunch provided by the Erie County Technical School for all students. Milk is offered to students with breakfast and lunch meals. Snacks or A La Carte Item - all food items other than meals, available for sale in the Erie County Technical School.
4. Guidelines	The guidelines from this policy will be included in the Student Handbook. Use of the computerized point-of-sale debit system shall be in accordance with the following guidelines:

1. Students may pay for meals or food items each day with cash.
2. Students may use the point-of-sale food system to purchase meals or food items.
3. In the event that the student does not have cash to pay for his/her lunch or sufficient funds in his/her account, students will be permitted to charge two meals total – any combination of two lunches or breakfasts (no A La Carte food items).
4. Any student, requiring a lunch due to medical reasons, will not be denied access to a reimbursable lunch. The determination must be made and documented by a physician or school nurse.
5. Students cannot charge snacks or A La Carte items if his/her account reflects a negative balance.
6. A participation report will be sent to the parent/guardian upon parental request or in the event that the student exceeds charge limits.
7. Any family with a total balance over \$150 must have an approved payment plan established to avoid legal action. If a payment plan is not in place or adhered to, legal action will be taken by the school.

Students receiving reduced priced meals shall be treated under this policy in the same fashion as those students who receive full price meals.

Nothing in this policy shall require the school to replace stolen or lost student cash for meal purchases for reduced or full priced meals.

A thirty-five dollar (\$35) processing fee shall be charged against a student's account in the event a check is returned for non-sufficient funds. If a family issues more than one (1) check per year that is returned for insufficient funds, the Business Office will only accept payment in cash.

The Director, in cooperation with the Business Manager, is authorized to create regulations for implementation of this policy.

References:

School Lunch and Breakfast Programs – 42 U.S.C. Sec. 1751 et seq., 1771 et seq.