

Business and Non-Instructional Operations**Auxiliary Services****Nutrition Services Meal Account**

When a student's meal account is depleted, or there are low or insufficient funds in the account the following policies apply.

Elementary (Grades K-5)

When there are low or insufficient funds in a student account, the student's parent/guardian will be notified by the school that the account is low or negative. The student will be allowed to charge up to \$5.00. The parent/guardian will be notified there is a negative meal account balance, and that a deposit is needed.

If funds have not been deposited into the student's account on subsequent days, the student will receive a mini meal consisting of a sandwich and a milk for up to one week at no charge.

Students who do not have money in their accounts will not be served a snack milk or breakfast.

Secondary Schools

When there are low or insufficient funds in a student account the student will be given a verbal notice that the account is low or negative. The student will be allowed to charge up to \$5.00.

If funds have not been deposited into the student's account on subsequent days, the student will receive a mini meal consisting of a bread item, a vegetable and a milk at no charge.

Students who do not have money in their accounts will not be served a breakfast.

Policy Approved: August 14, 1991

**Policy Revised: September 23, 2004
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