MIDLAND ISD MEAL CHARGE POLICY

Purpose of Policy

The purpose of this policy is to establish consistent meal account procedures throughout Midland ISD. Unpaid charges place a financial strain on the Child Nutrition Services department and Midland ISD. The goals of this standard of practice are:

- To treat all students with dignity in the serving line regarding meal accounts
- To support positive interactions with district staff, district business policies, student and parent/guardian to the maximum extent possible
- To establish age-appropriate meal policies
- To encourage parent/guardian to assume responsibility of meal payments and to promote self-responsibility of the student
- To establish a consistent district policy regarding charges and collection of charges

Charging Meals

If students exhaust their meal accounts, they may charge meals at lunch meal services as follows:

- Elementary students may charge up to **5** meals
- Secondary students may charge up to **3** meals
- Students with negative balance **may not** charge a la carte items
- Staff/Adults **must pay** their negative charges **in full by the end of the month***

Once the charge limit is reached, if the account is not replenished, the student shall receive a reimbursable alternate meal (cheese sandwich, choice of fruit and/or vegetable, and milk). Elementary managers need to notify teachers by highlighting students with negative balances on the breakfast roster.

Notification of Low and Negative Balances

Households will be notified of a student with a negative meal balance. Request for payment will be made by letter and email. The District's automated phone system will be used to communicate negative balances.

Payment of Delinquent Meal Charge Debt

Parents and guardians may make payments to their students account and monitor their child's meal balances by contacting their cafeteria manager or by logging into the Child Nutrition Services utilized online meal management system, School Café. **www.schoolcafe.com/MIDLANDISD**