

## **Charging of Meals**

The Eastport School Department recognizes the importance of good nutrition and wants to take all reasonable steps to make sure students have access to school meals.

Proper nutrition is not only essential for growing bodies, but also assists students in reaching their full potential in academics. The district's intent is to ensure that the learning process is not impeded in any way for students who are hungry due to not having a proper breakfast or lunch.

First and foremost, it is the parent/guardian's responsibility to make sure that his/her child(ren) has access to proper nutrition either by means of completing a free/reduced form, sending in monies, or sending the student(s) with food each day.

### **Paid Meals**

Meals may be paid for by sending cash or check with the student or in person at the school. The parent/guardian is responsible for keeping track of their child's charges and be in touch with the food service department. Weekly lunches, breakfast and extra milk should be purchased on Thursdays for the following week.

### **Exceptions:**

When circumstances prevent a student from paying for a meal at the time of purchase, the following rules apply for meal charging:

The student will be allowed to charge a meal approved by the National School Lunch Program. Meals will be charged to a student's account, and the balance should not exceed \$25. Students will not be denied a meal or given an alternate meal, but charges to the account are expected to be paid back in a timely manner.

### **Account Balances:**

Reasonable attempts to contact the parent or guardian for accounts with a negative balance will be made via letter, or phone call informing them of the amount due on the account. Arrangements can be made at the school to bring the account current. If a family is having financial difficulty in resolving the negative account balance they will be assisted in applying for free and reduced meals or in making acceptable payment arrangements.

### **Free & Reduced Meals**

Applications for free and reduced school lunch can be submitted to the school office at any time during the school year. School personnel are available to assist anyone in filling out the application for free and reduced school meals. Any balance owed prior to being determined eligible will remain the responsibility of the parent or guardian.

Adopted

08/01/06

Revised