



## MITCHELL SCHOOL DISTRICT NO. 17-2

### SCHOOL LUNCH CHARGE POLICY

#### Food Service Meal Charge Policy:

Charging meals is strongly discouraged, but occasional emergencies make it necessary. Charges are designed to cover a situation in which parents or students forget to provide monies for breakfast/lunch. Students who have forgotten or lost money may charge meals in the cafe. Under no circumstances may ala carte items be charged. It is the procedure of the cashier to verbally remind the student that their account is low to try to avoid meal charges.

The Mitchell School District encourages families to complete the Free and Reduced meal application. The application can be obtained from any school office or the district office. This application must be completed each school year. Accounts will be charged full price until the application is submitted and processed. Should you have any questions about this application you should contact the Food Service Director at (605) 995 7607

Parents are encouraged to create an account with Mealtime online at <https://www.mymealtime.com> to monitor student activity and make deposits.

#### Elementary Students:

Students in grades K-5 may accumulate up to five (5) breakfast and five (5) lunch charges. The cashier will remind students that they have a low account balance and should bring money.

Emails will be sent to parents to remind them of a low account balance on their child's school lunch account. In addition, the food service will provide building administration with a list of negative account balances each week. Additionally, further action may be taken against overdue accounts.

#### Middle School and High School Students:

Students in grades 6-12 may accumulate up to five (5) breakfast and five (5) lunch charges. The cashier will remind students that they have a low account balance and should bring money.

Students will not be allowed to charge or purchase ala carte items if they have a negative account balance. If students have cash to pay for their meal, the cashier must take the money for the meal and then remind the student that they have charges on their account. The cashier will take the change, if any, and put it against the charges on the student's account. If all the change is not needed to pay the charges on the account, the cashier will ask the student if they want the balance of the monies to be put on their account or given to them.

Emails will be sent to parents to remind them of a low account balance on their child's school lunch account. In addition, the food service will provide building administration with a list of negative account balances each week. Additionally, further action may be taken against overdue accounts.

You can find more information about this on the US Department of Agriculture (USDA) Food and Nutrition Service (FNS) requirement at: <https://www.fns.usda.gov/school-meals/unpaid-meal-charges>

#### School Year 2020-2021 Food Service Prices

	Regular Prices	Reduced Prices
Elementary Student Breakfast	\$1.85	\$0.30
HS & MS Student Breakfast	\$2.00	\$0.30
Adult Breakfast	\$2.50	N/A
Elementary Student Lunch	\$2.80	\$0.40
HS & MS Student Lunch	\$3.00	\$0.40
Adult Lunch	\$4.00	N/A
Milk	\$0.40	N/A