

FOOD SERVICE FEES AND PAYMENT POLICY

Students in the District shall have an opportunity to participate in the federally funded School Breakfast Program (SBP), the National School Lunch Program (NSLP) and the Wisconsin School Day Milk Program (WSDMP). All of these programs allow students to participate by paying for these services, or for those who qualify, they can receive these services for free or reduced price. The business manager for the District or designee shall manage the programs in accordance with the USDA guidelines.

District meal and milk prices shall be established with guidelines provided by the USDA and DPI and will be approved by the Board. In addition to the NSLP, SBP and WSDMP the Food Service Department may offer a la carte food sales to students and staff and/or to community members for special events within the District.

Payments:

Payments for breakfast, lunch, a la carte and snack milk shall be made during or prior to service times. Staff, community and parents are not allowed to charge meals. For students, if the account balance is not paid in full, any monies received will be applied to the unpaid balance. All outstanding balances should be paid by the final day of student attendance in the current school year. Students who have not paid all of their fees by the time of graduation will not be allowed to participate in the graduation ceremonies until all fees have been paid in full.

Negative Balances:

No child will be denied a reimbursable breakfast and/or lunch. Negative balances incurred are the responsibility of the parent/guardian UNLESS written direction is given to the food service department to not provide meals. This written direction will be shared with the principal, counselor to ensure no child goes hungry. If after ten (10) days, the parents and/or guardians fail to provide the student(s) with a sack lunch or lunch money, District personnel may intercede on behalf of the student(s) by contacting the appropriate agencies. Staff members who have a negative balance of \$50 or more will be denied meals until their food service balance has been paid in full.

Communication:

Parkview Elementary food service balances will be discussed with parents/guardians via phone call and/or in writing via email or letter.

Parkview Jr./Sr High School students may be informed of low balances in line and asked to bring in food service funds. Further communications will go to parents/guardians via phone call, email and/or letter.

Staff members will be contacted by email informing them of their negative balances and requesting payment to fully fund their account.

The food service director shall be responsible for the accurate and timely collection of student fees in accordance with proper accounting procedures. It is the Board's expectation that all reasonable efforts shall be taken to ensure the collection of all fees due the District.

Legal Ref.: 120.10(6) Wisconsin Statutes
 120.12(1) Wisconsin Statutes

Cross Ref.: 760 – Food Service Program

APPROVED: August 8, 1994
August 18, 2008
August 17, 2009
September 16, 2013
March 20, 2017
August 21, 2017
May 14, 2018
December 17, 2018
September 16, 2019
January 16, 2023
JANUARY 8, 2024