

**Fruitvale ISD – Food Services  
2011 - 2012**

**Charge Policy (Adopted 11/17/2011) (Effective 1/2/2012)**

Students are allowed to charge up to five lunch meals. Charging will not be allowed for breakfast. Notices will be sent home on a weekly basis to advise parents of charges, but it is the responsibility of the parent or guardian to track their child's account. If parents do not respond to notices, they will be contacted by phone and/or charging privileges will be terminated.

Charging privileges will be permitted for meals only – no A la Carte items, ice cream or extra meal components may be charged. Students who have five charges will not be allowed to purchase any food or drink item from the cafeteria until charges are paid.

Once a student has five charges, charging privileges will be stopped. Any student that does not have charging privileges will be provided a courtesy meal of our choice. The courtesy meal will typically be either a sandwich and a milk/juice, or a vegetable plate and milk/juice.

We recommend that parents take advantage of the free and reduced lunch program if they are eligible. Applications are sent home in student packets at the beginning of the school year and are available anytime during the school year at each campus, the cafeteria and the administration office. Students or their parents are responsible for payment of meals charged before free and reduced meal applications are approved.

**Student Accounts**

Parents may prepay funds into their child(ren)'s account. If sending money with a small child, please place the funds in an envelope and note the child's name and grade in order to credit the appropriate account. Payments may also be made in either campus office, the administration building, or the cafeteria. There is a "No Check Cashing" policy. Checks made out to the school cafeteria will be fully applied to a student's lunch account. Meal account balances at the end of the school year for currently enrolled students will rollover for the following year. If there is a balance in the account of a student that has withdrawn – the balance will be adjusted to zero if no refund request is submitted.

**Outstanding Meal Charges**

School district administration and campus administrators will facilitate collection of meal charges by contacting parent or guardian of students with meal charges and by adhering to district policy to not allow student to participate in school non-academic events and field trips if the student has any unpaid funds. The cafeteria manager will also pursue collection of outstanding charges by making phone contact with parent or guardian. In addition, negative balance statements will be sent home weekly.

Prior to withdrawing a student, the school campus will contact food services to confirm that there are no outstanding charges and attempt to collect from parent, guardian, or student (if applicable based on grade level) prior to processing withdrawal request.