

Adopted: March 16, 2004

Rothsay Public School Policy 724

Revised: January 12, 2015

Reviewed: March, 2019

724 FOOD SERVICES MANAGEMENT

I. PURPOSE

The purpose of this policy is to establish consistent meal account procedures throughout the buildings in the provision of meals to students.

II. GENERAL STATEMENT OF POLICY

- A. Rothsay Public School District #850 recognizes the parent/guardian's responsibility to provide breakfast and lunch for their children. Proper nutritional intake is essential for adequate learning to occur.
- B. It is the policy of District #850 to offer breakfast and provide lunch at school. The Food Service Department strives to produce quality meals in an efficient and fiscally responsible manner.
- C. Students may purchase meals when funds have been deposited into their family accounts or by cash payment.
- D. Families may apply for free/reduced meals anytime during the school year. Applications are mailed to all families in the school district prior to the school year. In addition, applications are available at the district office.

III. PROCEDURES FOR NOTIFYING FAMILY OF ACCOUNT STATUS

- A. Parents of high school students (7-12) will receive an email or letter in the mail to notify them when 5 days of meals remain. At a \$0 balance, a phone call notification will be made to parents. At 5 days in the negative balance, a second notification phone call will be made, the principal will be notified, and parents will be required to come to the school to resolve their account. At this point, student may be denied a meal. If an account reaches a negative balance of \$50, a referral letter may be sent to county social services.
- B. The method of notifying the parent/guardian of children in grades K-6 will be the same as above mentioned policy. Regular meals can be served to students with a negative account balance.
- C. A Tiger Angel account has been established to cover families in a hardship. The district will authorize the use of these funds after several attempts to collect from the family, free and reduced applications have been filed, and reason has been confirmed to justify the hardship.