

FREE AND REDUCED-PRICED MEALS

Recognizing that some families who are eligible for full or reduced priced meals do not send payment for meals or make other provisions for meeting the nutritional needs of their children, meals may be provided to children of such families in accordance with the following guidelines:

Families whose yearly income does not fall within the eligibility guidelines for free meals may be approved for free or reduced-priced meals if the following steps are taken to establish the need of the children:

1. The school lunch accountability person contacts family in writing or by phone to pay (reduced price or full price) for meals already served to student. A family may not charge for meals beyond a two (2) week period.
2. The Food Services Director contacts family in writing or by phone to provide a "bag lunch" for student to have at lunch time.
3. The Food Services Director, recognizing that the parent is not providing payment for meals served nor a bag lunch for child, contacts the Director of Business Services. The Business Director contacts family in writing to pay for meals. A cheese sandwich, fruit and milk is served to the student if a payment is not made by a specified date. If needed, the Principal and Food Services Director will document the need for the child to receive free meals. If so determined, such meals shall be claimed for reimbursement according to State guidelines.

ADOPTED: August 21, 1989
REVISED: July 30, 2014
REVIEWED: September 26, 2018

