



HOPE COMMUNITY PUBLIC CHARTER SCHOOL

*Developing Character, Enriching Minds*

## **Meal Charge Policy 2018 – 2019**

Hope Community PCS's goal is to provide nutritious meals to students to promote healthy eating habits and enhance learning as well as maintain the financial integrity of the National School Lunch Program. To treat all students with dignity and confidentiality in the serving line regarding meal accounts, and to encourage parent/guardian to assume the responsibility of meal payments and to promote self-responsibility of the student.

If the student's account has a negative balance, he/she will receive a reimbursable meal regardless of their outstanding balance. A negative balance will result in the Cafeteria Manager notifying the Business Manager who will send a written letter via US Mail or placed in an envelope with the student and a phone call to the household asking for the student's negative balance to be paid (a copy of the Meal Charge Policy will be included as well). Upon the second consecutive occurrence when a student's account is in the negative, the Cafeteria Manager notifies the Business Manager via a written report who will make calls to the parent/guardian. If the balance remains in a negative status, students will not receive their interim/progress report or their report card. Students, may be withheld from field trips if their balance remains unpaid with no payment arrangements. Methods of payment will be "Cash" or "Money Order" *only* and presented to the Front Office or the Cafeteria Manager. All negative balances should be "Paid In Full" by the end of each month.

Families may apply for free/reduced-price meal benefits anytime during the school year. Meal applications are distributed to all families prior to the student's first day of school. In addition, applications are available in the front office or the cafeteria if the household income or size changes. Families can apply for meal benefits anytime during the school year, and all student eligibility is kept strictly confidential. No identification will be made at the point of service and all meals choices are available to everyone.