

OUTSTANDING FOOD SERVICE CHARGES

8550 OUTSTANDING FOOD SERVICE CHARGES

The Board of Education understands a student may forget to bring breakfast or lunch, as applicable, or money to purchase breakfast or lunch to school on a school day. When this happens, the food service program will provide the student with breakfast or lunch with an expectation payment will be made the next school day or shortly thereafter.

Parents and guardians are encouraged to use the Realtime Parent Portal to monitor their child's purchasing history and deposit funds into their child's account. However, there may be circumstances when payment is not made and a student's school breakfast/lunch bill is in arrears.

The school district will manage a student's breakfast or lunch bill that is in arrears in accordance with the provisions of N.J.S.A. 18A:33-21 and this Policy as follows:

- When an account is in arrears, students may only purchase 'a la carte' items with either cash or sufficient funds on account.
- In the event a student's school lunch or breakfast bill is in arrears, the Principal or designee shall contact the student's parent to provide notice of the amount in arrears and shall provide the parent a period of ten (10) school days to pay the full amount due.
- In those instances where the parent/guardian owes the district \$25.00 or more due to outstanding food services charges, the parent/guardian will be requested to meet with the Principal or designee of their child's school to discuss and resolve the matter.
- In those instances where the parent/guardian owes the district \$50.00 or more due to outstanding food services charges, the Business Administrator will send a letter to the parent requesting payment of the balance owed.
- In those instances where the parent owes the district \$100.00 or more due to outstanding food services charges, the Business Administrator is authorized to seek reimbursement by pursuing legal action through a collection agency with any associated costs and/or late/attorney fees assessed to the parent as may be permitted by law.



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- Students will also not be permitted to participate in extra-curricular sports, activities, or programs when a student/family owes more than \$200.00. Additionally, if the account held by the parent or legal guardian is of a graduating student, the parent or legal guardian will be notified that the student will be prohibited from participating in the graduation ceremony until the balance is paid.

A parent's refusal to meet or take other steps to resolve the matter may be indicative of more serious issues in the family or household. In these situations, the Principal or designee shall consult with and seek necessary services from both the County Board of Social Services and the Department of Children and Families, Division of Child Protection and Permanency, as appropriate.

When a parent's routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child abuse or neglect, the Principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such reporting shall not be delayed to accommodate a parent's meeting with the Principal or designee.

The provisions of N.J.S.A. 18A:33-21 and this Policy will be made available to parents of all children in the school district in a manner as determined by the Superintendent.

N.J.S.A. 18A:33-21

Adopted: June 20, 2016
Revised: November 20, 2017

