

USD 447 Food Service Policy

It has been proven that students need good nutrition to feed their bodies and minds, which enables them to learn in school. Our goal is to provide a high quality, well balanced meal which is appealing to students' tastes, and meets the guidelines of the National School Lunch Program.

All schools in USD 447 have a closed lunch period. Students will remain at school through meal times. Breakfast and lunch will be eaten in the cafeteria. A 2nd chance breakfast option is also available for purchase at all schools. Lunch may be purchased from the cafeteria or brought from home. Milk may be purchased to supplement sack lunches. A la Carte options are available at the High School which is available FOR CASH PURCHASE ONLY.

Special dietary needs will be met only upon written order from a physician as required by disability accommodations.

Free and reduce-priced meals shall be provided for students who qualify under state and federal guidelines. Applications are available at enrollment and throughout the school year. Household are encouraged to apply for benefits when enrolling and/or at any time their financial situation changes. Incomplete applications cannot be processed and only delay the process. Applications are only valid for the school year in which they were submitted. All applicants will receive written notification of household status along with instructions for appealing determination decisions. All information will remain confidential.

USD 447 meal charging requirements:

An account for students paying full or reduced price for meals may established with the district. Deposits to accounts may be made at all schools at any time during the school day, including at point of service. In order to comply with state and federal meal reimbursement guidelines, student meal accounts may not incur debt greater than \$15.00. Charging of a la carte items to this account is not permitted.

A student who fails to maintain a positive balance as required by the district shall not be allow to charger further meals until the negative balance has been paid in

full. However, students will be permitted to purchase a meal if paid for at point of service when the meal is received. Students who have charged the maximum allowance of \$15.00 on their account and who are unable to pay cash for a meal will be provided an alternate meal consisting of a peanut butter, peanut butter alternative, or cheese sandwich and a milk. (Cereal and milk for breakfast.)

At least one written warning shall be provided to a student and guardian(s) prior to the denial of meals for exceeding the district's charge limit. Automated voice messages will be sent on accounts with negative balances. If payment of the negative balance is not received within 5 working days of the maximum charge limit being attained, the debt will be turned over to the superintendent or designee for collection in accordance with board policy. If the debt is not paid within 10 days of mailing the final notice under policy DP, it shall be considered bad debt for the purposes of federal law concerning unpaid meal charges.

The district will provide a copy of this unpaid meal charges policy to all households at or before the start of each school year, and to families and students that transfer into the district at the time of transfer. The terms of this policy will also be communicated to all district staff responsible for enforcing any aspect of the policy. Records of how and when it is communicated to households and staff will be retained.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write to USDA, Director, Office of Adjudication, 1400 Independence Av., SW, Washington DC 20250-9410 or call (866) 632-9992 (Voice). Individual who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

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