

SAN FELIPE DEL RIO

Consolidated Independent School District



P.O. DRAWER 428002

DEL RIO, TEXAS 78842-8002

Revised: Per School Board Policy CO (Local): 2/22/2018 and SHAC approved on 2/28

District Charge Policy

It is important to our District and staff that students have the nourishment they need each day to learn. HB 3562 requires a school district to adopt a 'grace period' for students who exhaust funds on their meal accounts by allowing those students to accumulate a negative balance. The parent/guardian would be required to be notified if the lunch card funds are exhausted. The policy would not be permitted to charge a fee or interest.

1. Applications for Free/Reduced Meals are sent to every student enrolled in grades 9-12 and are available at the schools as well as the Child Nutrition Office (830) 778-4181 throughout the school year. A new application for students on the program must be filled out within 30 calendar days of the beginning of school to continue to receive Free/Reduced benefits.
2. Students in grades 9-12 qualified for free and reduced meals, as well as full paid students, that do **NOT** take a reimbursable meal, will be charged a la carte for the items taken.
3. It is the responsibility of the parent/guardians of students enrolled in grades 9-12 to provide their child's breakfast/lunch, or pay for the meals provided by the school if the student does not qualify for free meals. A total of 10 emergency charges are allowed at all grade levels to all students. Once a student reaches the charge limit of 10 emergency charges, the student will be provided with an alternative meal (a sandwich, fruit and milk – allergies will be taken into consideration). The student will continue to receive this alternate meal until all cafeteria charges are paid.
4. The student should receive the alternate meal with the least amount of embarrassment. At no time should a tray be taken away from a student.
5. Negative Balance notices will be sent home to the parent/guardian upon the first negative charge to the student's account. Automatic phone calls will also be administered to households with negative balances. On the last day of each month, a printed debit balance report for all students at each campus will be made available for all cafeteria managers, principals, parent liaison. If there are financial problems, please contact the school cafeteria or the Child Nutrition Office and we will implement a payment plan. A parent/guardian may resubmit an application for free/reduced meals at any time during the school year.
6. If a student has money in hand, the student may choose to apply the funds to the account, or use for a la carte purchases.

EQUAL OPPORTUNITY EMPLOYER

Telephone: (830) 778-4000

7. The third (3rd) Friday before the last day of school will be designated as the last day for applying negative charges to a student's account. After this date, all students will be issued an **alternative meal**, if their account has a negative balance.
8. Parents can obtain a printout of all of their student's charges from cafeteria managers of access or online via the parental portal.
9. Upon the completion of the School Year, each Campus will be responsible for reimbursing the Child Nutrition Account for any negative charges associated with Negative Student Balances.
10. Adults will not be allowed to charge meals or ala carte items. Adults must have cash or a sufficient account balance to make a purchase.