

PROCEDURE FOR STUDENTS WITH NEGATIVE LUNCH ACCOUNT BALANCES

1. Students are encouraged to have money on account to purchase lunch or snacks. Parents will be notified by School Messenger when their account has a negative balance.
2. Accounts that become negative will be allowed to receive a student lunch charged to their account up to a negative \$5.00. (No ala-carte items can be charged or purchased)
3. Accounts that are negative \$5.00 or more will be offered a Cheerios lunch consisting of one serving each of Cheerios, white milk and fruit so that the student does not go hungry. The charge for this Cheerios lunch will be \$1.00 each time it is provided and added to the account balance.
4. Beginning May 1st No other purchases will be allowed on accounts with a negative balance, except for the cheerios lunch as offered above.
5. If the account continues to be overdrawn, District policy 5160-Lost Book/Property and Money Due, payments returned for non-sufficient funds checks will be assessed a fee of \$20.00 per item. Checks will not continue to be accepted if non-sufficient funds checks are the assessed fee(s) have not been collected and the payment cleared by the bank. Payments can continue to be accepted via PaySchools online.

Revised 8/11