Brown County Schools

World Class Opportunities. Small School Relationships. Lifetime Impact

Brown County School Food Service Meal Charging Policy

The new procedures are outlined below:

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges. Brown County Schools will adhere to the following meal charge procedure:

Brown County Schools strongly encourages parents to use of the on-line service provided using Skyward to track student lunch accounts and to make sure there are adequate funds to pay for their meals. There is also the ability to make payments via this website for a fee. In addition to the website, students will be notified by the cashiers as their balance is getting low and a letter will also be sent home.

Charging procedure:

Elementary/Intermediate Schools

1. A student may charge up to two (2) meals/day for 3 days.
2. A child may charge up to $13.80
3. If a student repeatedly comes to school with no lunch and no money, food services employees must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted.
4. Parents will be notified by a letter sent home every week letting them know their child/s negative account balance. A secondary letter will be sent home by the Food Service Director if the child has reached their charge limit.
5. A student/s who has reached their charged limit, or who has a zero (0) balance may not charge or purchase extras or ala carte items, including extra entrees or drinks.
6. An adult/teacher may charge up to $20.00 as long as they establish and maintain a good credit history of making payments on their food service accounts.

Middle School

1. A student may charge up to two (2) meals/day for 3 days.
2. A child may charge up to $13.80.
3. If a student repeatedly comes to school with no lunch and no money, food services employees must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted.

4. Parents will be notified by a letter sent home every week letting them know their child/s negative account balance. A secondary letter will be sent home by the Food Service Director if the child has reached their charge limit.
5. A student/s who has reached their charged limit, or who has a zero (0) balance may not charge or purchase extras or ala carte items, including extra entrees or drinks.
6. An adult/teacher may charge up to $20.00 as long as they establish and maintain a good credit history of making payments on their food service accounts.

High School

1. A student may charge up to two (2) meals/day for 3 days.
2. A child may charge up to $13.80
3. If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building principal and the Food Service Director as this may be a sign of abuse or neglect and the proper authorities should be contacted.
4. Parents will be notified by a letter sent home every week letting them know their child/s negative account balance. A secondary letter will be sent home by the Food Service Director if the child has reached their charge limit.
   - If a student has a negative balance, once funds are deposited, the negative balance will be deducted first from the deposit. A positive balance must be maintained in order for the student to receive the regular meal.
   - If a student repeatedly charges meals, written notice will be provided to the parent/guardian alerting them that, the privilege of charging meals and or receiving an alternative meal maybe revoked and their child/ren could be denied meal/s.
5. A student/s who has reached their charged limit, or who has a zero (0) balance may not charge or purchase extras or ala carte items, including extra entrees or drinks.
6. An adult/teacher may charge up to $20.00 as long as they establish and maintain a good credit history of making payments on their food service accounts.