

Michigan Department of Education (MDE) and National School Lunch Program (NSLP) have provided schools with administrative guidelines and policy for meal charges. Following the administrative guidelines from MDE and NSLP, Marysville Public Schools will adhere to the following meal charge policy:

- A. Staff or students may not charge any school meal on their account. It is expected that all staff and students are to have funds to cover all purchases made. Parents/guardians of students that incur a negative balance will receive automated phone calls until the balance is paid.
- B. Schools will offer a cheese sandwich, fruit, vegetable and milk alternate if a negative balance higher than \$10.00 is incurred by the student. This meal will not be charged on their account.
- C. If a student has a negative balance, the school must provide a meal (not alternate) when the student is using money to pay in full for the current day's meal or future meals.
- D. It is permissible for schools to serve only one (1) particular set of food items to students whose parents owe the school money, as long as the food items comprise a reimbursable meal.
- E. A student who has charged a meal may not charge or purchase "ala carte" item(s), including extra main entrees.
- F. If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building administrator. It could be a sign of abuse or neglect and the proper authorities should be contacted.
- G. The school office personnel will coordinate communications with the parent(s)/guardian(s) to resolve the matter of unpaid charges.
- H. All accounts must be settled at the end of the school year. Letters will be sent home before the last day of school to students who have any negative balances. Negative balances may result in the District taking action to collect unpaid funds by means of collection agencies, small claims court, or any other legal method deemed necessary by the District.
- I. The District cannot go on indefinitely feeding students for free. Unlimited "charged" meals would not be fair to the vast majority of students/parents who are paying for their lunches. Unpaid lunches could ultimately affect lunch prices.