

Recommend to delete and move to a procedure



721.4 SENIOR ACCOUNTS-END OF YEAR

I. PURPOSE

1. Remind parents of graduating seniors to monitor their student's meal account to make sure there will not be a balance left in the account at the end of the year.
2. Inform parents of the three options for handling any remaining balance after graduation. Parents must call Nutrition Services to make their selection. The following options will be posted on the department's website.
 - Parents may request a refund check, only if the amount of the balance is \$10.00 or more. Refund checks will be mailed to the address on file.
 - Parents may have the balance transferred to another student's meal account.
 - Parents may donate the balance to the Angel Fund.

Any unclaimed balances will be donated to the Angel Fund. See procedures for accessing the Angel Fund account.

POLICY ADOPTED: May 24, 2007

POLICY REVIEWED: May, 2011, February 15, 2018

POLICY REVISED: June 16, 2011, September 15, 2016