

## **Parker School District Unpaid Meal Standard Practice**

All families are strongly encouraged to apply for free or reduced price meals. Applications are mailed out to all families at the start of the school year, or they may contact the school to complete an application for free or reduced price meal eligibility. Students who qualify for free or reduced price meals will not be denied a reimbursable meal even if they have accrued a negative balance on their account.

All students at the Parker School are given a 4 digit ID to use at the Point of Sale register in the cafeteria to purchase a meal or a la carte items. Parents and Guardians are encouraged to deposit money in advance to the student's account using eFunds For Schools, or bring cash or check to the office or cafeteria cashier. Information on how to access eFunds For Schools is found on the school website at [www.parker.k12.sd.us](http://www.parker.k12.sd.us)

If any student's account reaches the charge limit of negative \$20.00 and they have not turned in an application for free or reduced price meals, they will be given a meal consisting of a sandwich, vegetable, fruit and milk charged to their account for a period not to exceed 5 days. Any account that has a negative balance will not be able to purchase a la carte items or second entrees, as they are not part of the School Lunch Program.

Contact is made to a parent or guardian on all negative account balances by either email, phone, or through a letter in the mail. Parents or Guardians are encouraged to sign up on Wordware to view balance and account purchase information. Information on how to access Wordware is found on the school website at [www.parker.k12.sd.us](http://www.parker.k12.sd.us)

If the student exceeds the charge limit of \$20.00, contact will be made by the Business Manager to resolve the unpaid balance with the Parent or Guardian. The collection of the unpaid debt will have a period of 5 days deadline as to when the debt must be paid. If the school receives no response from parent or guardian, the next course of action will be determined.

Parker School District administrators are expected to protect taxpayers of the district by making reasonable effort to collect all delinquent food service charges. All graduating senior students must pay their account prior to graduation. All returning students' positive balances will carry over to the next school year. If a graduating senior has a positive balance, and no returning siblings, a balance of less than \$10 will be given to the graduating senior on the last day of the school year. If the balance is more than \$10, a check will be mailed out at the end of the school year.

All the information will be posted in the school newsletter, website and school board policy archive visible for all patrons. In addition, the policy will be attached to the application packet at the beginning of the school year, and to the Meal Benefits Application for all transfer students during the school year.