

Crockett County Schools Cafeteria Meal Charge Policy/Procedure

Student Meals:

Students will be allowed to receive one free breakfast and one free lunch every day meals are offered due to the Community Eligibility Program (CEP) that allows Crockett County Schools to provide meals at no charge for all students. Students are required to take all food components necessary to constitute a USDA reimbursable meal.

Items sold on an a la carte basis are not part of the USDA program and must be purchased with cash on hand or money on the child's meal account. A la carte items cannot be charged.

A parent/guardian may request a refund on money remaining on a child's account due to a parent's request, the child withdrawing from the school district or graduating.

Notification letters will be sent home with graduating seniors and their remaining balance. Parent/Guardian may request refund, transfer funds to younger sibling or donate balance to School Nutrition Department. Requests must be sent to Whitney Thornton via e-mail, whitney.thornton@crockettschools.net or mail, 403 N. Cavalier Dr. Alamo, TN 38001 by June 30th of the current school year. Funds not requested by June 30th will be considered a donation to the School Nutrition Department.

Families will have access to the school meal charge policy via the district website at www.crockettcavs.net. In addition, the meal charge policy will be included in all student packets that are given to each student at the start of each school year. Families of transfer students during the school year will also receive a written copy of the meal charge policy upon enrollment.

Adult Meals:

Any Crockett County School staff working in the Crockett County school system shall be given the opportunity to charge meals in the cafeteria, up to the amount of \$50.00. When charges have reached the \$50.00 mark, the staff members will be made aware of the charges.

A letter will be given/mailed to the staff member requesting payment. If payment is not received from the letter of request, the principal of the school where the staff member is employed will be notified of the charges. He/she will be asked to assist the Food Service manager in collecting the staff charges.

At the end of the school year, all accounts must be "paid in full" and in good standing by the last day of the school year. Delinquent debts that are deemed uncollectable due to unforeseen circumstances will be determined as bad debt effective June 30th of each school year. Funds from the school district's general fund will be obtained to restore the unallowable bad debt to the School Nutrition Department account.

This institution is an equal opportunity provider.

ENDORSED BY:

Crockett County Schools Board of Education

Jasper Taylor, School Board Chairman:

Phillip A. Pratt, Director of Schools:

Date Adopted: 4-14-2025