

The Center for Creativity, Innovation and Discovery

School Lunch Policy Unpaid Meal Balance

Purpose and Philosophy

A. Legal Authority / Requirement

SP 46-2016 Unpaid Meal Charges

B. Purpose

1. This policy has been adopted to enable CCID to manage meal charges in an equitable, compassionate, and fiscally responsible way.

C. Charging Meals

1. Students unable to pay for their meal at the time of meal service shall be allowed to charge up to 10 meals.
2. Students who charge meals will receive a reimbursable (regular) meal and may select foods, on the same basis as other students, without limitation.

D. Applying for Free / Reduced Meals

1. Information for families regarding the school lunch program and the process to apply for free or reduced price status is available in the school office and on the school website. It will also be communicated periodically through weekly school newsletter.

E. Notification

1. CCID will use its student information system to provide notification of lunch account balances.
2. CCID will provide weekly email notification of low lunch account balances, expected payment dates, available assistance, and collection efforts.
3. CCID will provide monthly mailed notification of low lunch account balances, expected payment dates, available assistance, and collection efforts.