

Cafeteria Services Meals Charging

The Peru Central School District Board of Education recognizes that on occasion, younger students may forget to bring meal money to school. To ensure that students do not go hungry, but also to promote responsible student behavior and minimize the fiscal burden to the district, the Board will allow students of particular grade spans who may forget meal money to “charge” the cost of meals to be paid back at a later date subject to the terms in this policy.

Intent

The intent of this protocol is to establish and communicate concise, reasonable and updated expectations for staff response associated with requests by individuals to charge meals provided by cafeteria services. May 2006 guidance from the State Education Department food services division to our interim cafeteria coordinator and the legacy Peru CSD policy are the foundations of this administrative protocol.

Primary School, Intermediate School and Middle School

- A child may charge three days maximum [one charge maximum per meal], until after charged meals have been paid. If after three instances those charges are not paid, then a notice/invoice will be provided for the parent/guardian, via cafeteria services coordinator being notified promptly by a member of that school’s cafeteria staff.
- In the case of subsequent meal charging, the child will be provided with a cheese sandwich and milk, rather than the regular school lunch. In the case of a child who is lactose intolerant, then peanut butter as an alternative sandwich will be provided, if medically appropriate.
- The cafeteria coordinator will initiate communications with the parent to resolve the matter of multiple unpaid charges.

High School

A child enrolled in the high school may not charge meals.

Adult Employees, Volunteers and Visitors

Adult charging of school meals is not authorized.

Students with Disabilities

Refusing students with disabilities to obtain a meal is prohibited.

Additional Parameters for Cafeteria Services Staff

- A. Allow charging only for regular meals, meaning what is on the menu, excluding extras and snacks.
- B. Use a computer-generated point of sale system, which identifies and records all meals as well as collects repayments.
- C. Charged meals must be counted and claimed for reimbursement on the day that the student charged [received] the meal, not the day the charge is paid back. When charges are paid, these monies are not to be considered “a la carte” transactions.

Suspected Abuse of This Policy

If cafeteria services staff suspect that a student may be abusing this policy, written notice will be provided to the parent that if he/she continues to abuse this policy, the privilege of charging meals will be refused.

Annual Notification by Principal

The Principal of each grade span will provide notice to all parents on an annual basis prior to the opening day of school, outlining the requirements of this policy. The policy shall also be published in appropriate school-based publications for each grade span.