

WHEATLAND SCHOOL DISTRICT

Cafeteria Procedures

Meal Charging Policy

We do not encourage students to charge meals but will allow charges as necessary to feed the students. When a student has reached a balance owed of \$10 or more, the site manager will contact the parent in an attempt to collect the outstanding charges. The site manager will continue to contact parents on a regular basis in order to clear the outstanding balance. A la Carte items may not be charged. These items would be removed from the tray and a student will be offered to purchase or charge a full reimbursable meal. The District has purchased a phone calling program called School Messenger. This program makes automated calls home to parents informing them of their student's outstanding balance along with the total amount due. A "negative balance letter" is generated and sent home with the student to inform the parents that their child's meal account is in the negative and they need to send money. At the end of each month a negative balance report is generated by the District Office and sent to the Kitchen Managers for review. The Kitchen Manager will make every attempt to collect on those accounts. Staff at the district office will make further phone calls and letters will be sent home advising the parents of outstanding charges. In the case of students with parents serving in the military, after all other measures have been exhausted, the district will involve the Beale Liaison, which has been appointed to the Board, to help with the outstanding charges. Decisions will be made based on each individual situation regarding the collection of the charges. At the end of the year, a report is given to the school principals of remaining outstanding charges.

SB 265 amended Section 49557.5(b)(1) of the California *Education Code (EC)* states that a pupil whose parent or guardian has unpaid meal charges is not to be shamed, treated differently, or **denied a reimbursable meal of the pupil's choice because of the fact that the pupil's parent or guardian has unpaid meal fees, and shall ensure that the pupil is not shamed or treated differently from other pupils.**

A child who has unpaid meal charges, is to be served a reimbursable meal of their choice throughout the school year regardless of the level of debt incurred by the household.