

Business – Fiscal Operation

Meal Charge Policy

The Tuxedo Union Free School District is committed to providing the opportunity for all students to access nutritious meals in a cost-effective manner. In recognition of the fact that students may occasionally forget lunch money, this policy sets forth the procedures for handling meal charges, while being both sensitive to students' needs and mindful of the fiscal responsibilities of the cafeteria program.

It is the responsibility of the parents/guardians to ensure that money is given to their child, or a pre-paid ticket has been purchased so that the student can access meals in school. Families that are eligible for participation in the free/reduced meal program are strongly encouraged to apply for this program. Students receiving free/reduced meals will not be identifiable.

If parents/guardians provide deposits by check and the check is returned for nonpayment, the District may require that all future payments be made either in cash, money order or certified check. The parents/guardians will be responsible for reimbursing the District for any bank charges related to a returned check.

Students Kindergarten through 12th grades will be permitted to charge meals. No charges will be permitted for breakfast or a la carte offerings.

- When student charges a meal, the date, student's name and the amount charged will be noted in a meal charge register book for a maximum of three (3) charges.

- It is expected that meal charges will be paid on the following school day. If a student accumulates three (3) charges, a letter will be sent home to the parents requesting that payment be made to the cafeteria. The letter will encourage parents to notify the school if the family has emergency circumstances that might require further consideration.

- A maximum of three (3) lunches may be charged by an individual student. Until the three (3) charges are paid in full, no new meals can be charged. Once the charges have been paid, a student may charge meals again.

- Until the charges are paid in full, the student will receive a full meal alternate, consisting of a peanut butter or cheese sandwich, beverage, fruit/vegetable. Snacks may not be purchased until all charges have been paid.

- No charges will be allowed after June 1st of each year.

Parents will be notified, in writing, at least annually prior to the start of school, on the school website of the District's meal charge policy.

Revised: 04/24/2014

Adopted: 05/28/2014