

PROCEDURE

Clearview Regional BOARD OF EDUCATION

2016/2017 CHARGE LUNCH PROCEDURE

The cost of lunch for the 2016/2017 school year is \$3.75 (HS) and \$3.50 (MS). It is the procedure of the Clearview Regional High School District to allow students to charge a meal on occasion when they have no funds in their account.

Charges

The following procedures will be adhered to:

1. Only lunch may be charged (no snacks).
 - a. The first lunch charged will be the meal from the lunch menu being served that day.
 - b. The second lunch and thereafter will consist of a cheese sandwich, fruit or vegetable and milk.
2. When a student's lunch account is in arrears, the Food Service Director will contact the student's parent or guardian and provide notice of a period of 10 school days to pay the full amount due. If payment is not made by the end of the 10 school days, the Food Service Director will again contact the parent or guardian to provide notice that after an additional 5 school days, lunch will not be served to the student unless payment is made in full.

As per Board of Education Policy 8550 – Outstanding Food Service Charges, after a parent has received a second notice that their child's lunch bill is in arrears and payment has not been made in full within one week, the parent will be required to meet with the Principal. If the parent refuses or is unable to resolve the matter, the Principal will report the parent's failure to provide lunch for the child to the New Jersey Department of Children and Families, Division of Child Protection and Permanency.

3. For graduating seniors, unpaid balances at the end of the year will be forwarded to the main office and be put on the fine/obligation list for collection.

Lunches and/or snacks may be paid for by cash or check to be deposited into the students account. In the event that a check is returned to the district by the bank for insufficient funds, the bank fee assessed to the district will be passed onto the parent/guardian in addition to the amount of the check.

