

**Red Oak Independent School District  
Student Nutrition Services**

**Red Oak ISD Meal Charge Regulation**

**Meal Charges – State Law**

As established by Board Policy CO(LOCAL), a student with an exhausted or insufficient balance on their meal account shall be allowed to continue to purchase meals for up to a total of \$25. The Superintendent has developed administrative regulations for this grace period to address:

1. The District's processes for parent notification during the grace period, including a schedule for repayment:
  - a. Students will be given a low balance notice when they have any negative balance.
  - b. The parent/guardian will be contacted via phone and email when their account negative balance reaches \$10.
  - c. When a student exceeds the maximum charge limit of \$25, the parent/guardian will be contacted via letter, phone and email. A student will receive a courtesy meal when they exceed the charge limit.
  - d. Parent/guardian may contact Student Nutrition Services at 972-617-2941, to set up a schedule of repayment. Red Oak ISD will accept payments as low as \$10 per week in addition to any new charges.
2. To minimize overt identification of the student, students will not be limited to certain foods or beverages during the grace period.
3. No fees or interest shall be charged by the District for meals purchased during the grace period.

**Meal Charges – Federal Law**

For each campus that participates in the federal school breakfast or lunch programs under which students may incur a meal charge, the District's administrative regulations shall also address procedures for a student who has insufficient funds to purchase a meal following exhaustion of the grace period described above. The procedures shall address:

1. The parameters under which reimbursable or courtesy meals shall be served to the student:
  - a. All students attending an elementary or middle school that are not qualified for free or reduced price meals and have reached their negative (-\$25) account limit will be offered a courtesy meal at lunch. There is no courtesy meal at breakfast.

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- b. All students attending a high school who are not qualified for free or reduced price meals and have reached their (-\$25) account limit will need to use cash to purchase any food in the cafeteria. They will need to request a courtesy meal from the cafeteria manager or campus designee.
2. The District's efforts to minimize overt identification of the student are as follows:
  - a. The parent/guardian will be contacted via letter, phone and email.
  - b. A school administrator will contact the household regarding their child's account balance via letter, phone and email.
3. How the District will attempt to collect unpaid debt in order to maintain the financial integrity of the food service account is as follows:
  - a. The parent/guardian will be contacted via letter, phone and email.
  - b. Red Oak ISD has a repayment plan to help parents with unpaid debt.

Elementary and Middle School: Once a student reaches the (-\$25) account limit, the student will receive a courtesy meal which consists of the entree of the day, a serving of fruit or vegetable, and a carton of plain low-fat milk. The district is charged \$1.60 for these meals.

High School: Once a student reaches the (-\$25) account limit, the student will receive a courtesy meal which consists of a sunbutter sandwich, a serving of fruit or vegetable, and a carton of plain low-fat milk. The district is charged \$1.60 for these meals.

It is a goal of the District that no child goes without a meal. We will work with families to ensure they are receiving all meal benefits for which they are eligible.