

Food & Nutrition Services Charge Procedure

To avoid charging, parents/guardians are encouraged to monitor and/or pay their child's meal account online by signing up at paypams.com. It is the parent/guardians responsibility to pay for or pack a child's lunch when sending them to school. However, the School Food Service Program recognizes there might be occasions when a parent/guardian forgets to do so and therefore, as a courtesy to families an alternate meal will always be provided based on our belief that a hungry child cannot learn.

The following charge policy is in place:

- Unlimited alternative (emergency) breakfast and lunches will be provided.
- All unpaid charges will be carried forward to the next school year and count toward the students ability to charge.
- Money remaining in a student's account will be carried forward to the next school year.
- Students are not permitted to purchase a la carte items if they owe any unpaid charges.

ELC/Elementary Students:

- A \$50 debt limit prior to an alternative (emergency) breakfast or lunch is offered.

Middle and High School Students:

- There is no charging permitted.

Additional Information:

- An alternative (emergency) breakfast consists of a piece of fruit and white milk. Students receiving this meal will be charged \$0.50 to their account.

- An alternative (emergency) lunch consists of a peanut butter sandwich on whole grain bread and white milk. Students receiving this meal will be charged \$0.75 to their account.

- The Free and Reduced Meal Program is available for families experiencing financial difficulties. Apply online at www.paypams.com/onlineapp

Adults/Staff

- There is no charging permitted.

Unpaid Charges

To avoid unpaid charges, parents/guardians are encouraged to monitor and/or pay on their child's meal account at paypams.com. Schools recognize the importance of eating a healthy meal while at school, and have worked with their cafeteria manager on a plan to remind parents when charges are near their limit. Once the student nears his/her charging limit, the cafeteria manager, teacher, counselor, principal, or resource center will provide all of the following reminders in an effort to help the student continue to receive school meals:

- Student receives a verbal reminder
- Parent/guardian receives a written note or letter via the student
- Telephone call

Since it is not a wise fiscal practice for School Food Service to carry over unpaid charges from year to year, parents/guardians must be responsible and pay off their child's account. Any unpaid charges at the end of the school year remain the responsibility of the parent/guardian and will follow the student to the next school year.