

## Chester School District Lunch Charge Procedure

Throughout each school year, outstanding lunch charges have accumulated during the past several years. In an effort to minimize the amount of outstanding charges to the District, we have implemented the procedures outlined below. Good nutrition is essential to learning and the Chester Township School District does not want any child to go hungry in school. Our goal is to serve nutritionally balanced meals to our students at lunch. We encourage all families that qualify to participate in the National School Lunch Free and Reduced Price Meal Program.

Students who have a negative balance of three charges or more will receive an alternate lunch as follows:

- Peanut butter and jelly sandwich or cheese sandwich
- Milk
- Vegetable of the day
- Fruit

(Alternate lunches will be charged the complete lunch price)

- No a la carte snack purchases will be allowed if any charge money is owed.
- Charge notices will be sent home monthly in Bragg and Dickerson Elementary Schools
- Verbal reminders will be made from the cashiers and phone calls home from the BOE for Black River Middle School
- For your convenience MealTime online payment system has an e-mail low balance notification system. You can access your student's account using their student ID number. Even if you choose not to make payments on line and send in a check payable to Chester BOE you may use it to monitor their cafeteria purchases. To access MealTime log on to Chester Schools website and link on to the food service site.

In accordance with a Bill signed into law (P.L. 2015, c. 15) by the Governor on February 4, 2015 the Business Office is providing guidelines to address the action that will be taken on students with a school breakfast or school lunch bill in arrears. The Law states that the district is required to contact the student's parent or guardian in order to provide notice of the arrearage and shall provide the parent or guardian with a period of 10 school days to pay the amount due. In the instance that the student's parent or guardian has not made full payment by the end of the 10 school days, then the district will again contact the student's parent or guardian to provide notice that school breakfast and/or school lunch shall not be served to the student beginning one week from the date of the second notice unless payment is made in full.