

# CARLISLE AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: LUNCH CREDITS

ADOPTED: March 15, 2007

REVISED:

808.1. LUNCH CREDITS	
1. Purpose	Each year, students forget, lose, and misuse their ID cards and money. For this reason, the Board adopts this policy to govern situations when students do not have their ID cards, lunch money or when their lunch accounts have insufficient funds.
2. Definition	<p>For purposes of this policy, the term <b>point-of-sale credit</b> means all forms of exchange, including daily, weekly or monthly credits, money, swipe cards or coins.</p> <p>All secondary students must have a student ID or photo ID and a point-of-sale photo on record to purchase lunch.</p>
3. Authority	The Board shall permit students to incur reasonable charges for food credits or special meal arrangements, and parents/guardians shall be contacted for payment.
4. Guidelines	<p>The district shall inform students and parents/guardians in writing of the district's policy regarding insufficient food credits and the students' responsibility for reimbursing the food service program. The notice shall be provided to all households at the time they begin participating in the lunch program.</p> <p>Three (3) food credits or special meal arrangements shall be allowed for each student within the school year. After three (3) food charges or special arrangements, a reimbursable meal will be provided, and the student shall be charged full price.</p> <p>At least one (1) advance written warning shall be given to the student and parent/guardian prior to refusal to allow purchase of additional meals. The written warning shall include an explanation that the student has repeatedly had a problem with point-of-sale balances and that each subsequent time the student fails to bring the point-of-sale system into balance s/he is expected to bring a lunch or pay full price in cash for lunch.</p>

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Students, kindergarten through 12, paying for their meals or snacks in the food service operation will deposit the full amount of cash, check or credit card payment to their meal accounts. No cash change will be given at the register. Example: A student pays \$5.00 cash for a \$3.55 meal. The \$1.45 balance will be credited to that student's point-of-sale account.

Meals shall always be provided to students in kindergarten, first, second and third grades and to disabled students who may be unable to take full responsibility for a lunch credit.