

## Meal Charge Policy

### I. Purpose

Genesis Innovation Academy's goal is to provide our students with healthy meals every day. However, unpaid charges place a large financial burden on our Food Services Department. This policy is to ensure compliance with federal reporting requirements for the USDA Child Nutrition Program, and to provide oversight and accountability for the collection of outstanding meal balances.

This policy is to provide a uniform meal account procedure for students at Genesis Innovation Academy. The provisions of this policy relate to regular priced breakfast and lunch meals only. While the USDA Child Nutrition Program does not require students who pay for regular priced meals to be served a meal without payment, Genesis Innovation Academy provides this policy as a courtesy to those students in the event that they forget or lose their lunch money.

### II. Policy

**Full Pay Students**- Genesis Innovation Academy Students must prepay or pay for meals at the rate set by GIA. A student will be allowed to charge a maximum of three (3) meals to their account after the balance reaches zero. Once a student has charged those three meals, he will not be allowed to charge a la carte items, however he will be offered a designated menu alternative. Sample: cheese sandwich, veggie sticks, fruit and milk. This designated menu alternative will be charged to the student's meal account at the standard rate.

**Free Meal Benefit**- Free status students will be allowed to receive a free breakfast and lunch each day. A la carte purchases must be prepaid.

**Reduced Meal Benefit**- Reduced status students will be allowed to receive a breakfast for \$.30 and lunch for \$.40 each day. A student will be allowed to charge a maximum of six (6) meals to their account after the balance reaches zero. Once a student has charged six meals, he will not be allowed to charge a la carte items. However, he will be offered a designated menu alternative. Sample: cheese sandwich, veggie sticks, fruit and milk. This designated menu alternative will be charged to the student's meal account at the reduced rate.

**Parents/Guardians** are responsible for all meal payments to the food service program. Notices of low or deficit balances will be sent to parents/guardians at regular intervals during the school year.

**School Cafeteria** has computerized point of sale/cash register systems that maintain records of all monies deposited and spent for each student and said records are available by setting up an account at [www.slalunch.com](http://www.slalunch.com) or by speaking with the cafeteria manager.

**Students/Parents/Guardians** pay for meals in advance at [www.slalunch.com](http://www.slalunch.com) or pay the school cafeteria cashier with cash or a money order payable to Genesis Innovation Academy Cafeteria. Further details are available on our webpage at [www.genesisinnovationacademy.org](http://www.genesisinnovationacademy.org). Funds should be maintained in accounts to minimize the possibility that a student may be without meal money on any given day. Any remaining funds for a particular student will be carried over to the next school year.

**Refunds** for withdrawn, and graduating students; a written request for a refund of any money remaining in their account must be submitted. An e-mail request is also acceptable. Students who are graduating at the end of the year will be given the option to transfer to a sibling's account with a written request.

**Unclaimed Funds** must be requested within one school year. Unclaimed funds will then become the property of the Genesis Innovation Academy Food Service Program.

**Balances Owed** Genesis Innovation Academy will make reasonable efforts to collect unpaid meal charges that are classified as delinquent debt. A debt owed for school meals remains on the accounting documents until it is collected.

If a student is without meal money on a consistent basis, the administration will investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child.