

## **Houghton-Portage Township Schools Replacing & Denying Meals**

### ***Negative Balance***

Email reminders are sent home weekly on Monday evenings of any balance below \$10.00. On a monthly basis, all accounts with a negative balance are sent a letter with the balance asking for payment.

### ***Charging Meals***

When a student no longer has a positive balance in their account, the student will be allowed to charge 5 meals to his or her account before given a bag lunch. Once the 5 meals have been charged, equal to \$20 negative balance, a bag lunch will be given in place of the lunch choice of the day. The bag lunch will consist of 4 packages of whole wheat saltine crackers, (2) 1oz string cheese, a piece of fruit, and milk at a cost of \$2.50 for elementary and \$2.75 at middle school/high school.

If a student has a negative charge balance, the school must provide a meal when the student is using money to pay for the current day's meals or future meals.

If a student repeatedly comes to school with no lunch and/or money, the Food Service Director will report this to Administration. This could be a sign of abuse or neglect.

### ***Denying Meals***

The School is prohibited from denying meals as a form of disciplinary action against free, reduced, or paid students.

Schools may deny a meal to a student who pays reduced or full price and who does not provide the required payment for that meal, but only after a letter with a cutoff date is sent.

If a student is in a discipline/detention situation during the lunch period, the school may serve the same meal from the one being served in the lunchroom and in a different location as long as the meal pattern is followed and a reimbursable meal is offered.