

**Policy 3.19: Child Nutrition**

**Status:** ADOPTED

**Original Adopted Date:** 06/06/2019 | **Last Revised Date:** 11/09/2023 | **Last Reviewed Date:** 11/09/2023

The Superintendent may enter into a written agreement with the Child Nutrition Program at the State Department of Education in order to procure food and other food related products and services. The Board will comply with applicable state and federal laws and regulations governing participation in such child nutrition program.

**3.19.1 Unpaid Meal Charges**

Non-students will not be allowed to charge meals.

Students who do not have money to cover the cost of a meal at the time of service will be allowed to charge all types of available reimbursable meals to the student's account; however, a student may be prohibited from charging a la carte or "extra" items (e.g. a second milk or additional entree) if the student's account is negative. A student will not be allowed to charge more than \$20.00. Once that amount is reached, the student will be provided an alternate meal until the student's account is back in good standing (i.e., the delinquent amount is within the limits identified above).

CNP staff will notify a parent or guardian when a student has a low balance under \$5.00 or a negative balance of more than \$20.00.

Families can obtain assistance with applying for free or reduced-price school meals by contacting their child(ren)'s school. A parent or guardian can also contact the CNP Manager to discuss a repayment plan which may take into consideration the household's particular circumstances (e.g., job loss in the household). Parents and guardians will be encouraged to use the online payment system to monitor student balances and make payments. The link to the online payment system is provided on the Coffee County Schools' website under the Child Nutrition tab.

Charged meals are not considered an allowable expense. Therefore, all uncollected charges will be the responsibility of the school where the charge was made. All charges must be paid to the Child Nutrition Program at the end of the school year using non-public funds.

[Reference: Ala. Admin. Code 290-080-030-.01, *et seq.*]

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