



## St. Johns Classical Academy

www.STJCA.org

### **Unpaid Meal Charge Policy**

If a scholar's food service account balance becomes negative, up to three (3) grace period meals will be served. The scholar's parent or guardian will be notified via email of the negative balance and given an opportunity to put funds back into the account.

After three (3) grace period meals have been served with no restoration to a zero or positive fund balance, the scholar will be served up to two (2) cold meals until the account has been restored. These cold meals are reimbursable under the National School Lunch Program. If after the three (3) grace period meals and two (2) cold meals have been served and the account balance is still negative, the scholar will not be served a cafeteria meal until the account is restored.

Scholars approved for free meals will not be denied a meal, even if they have a negative balance on other cafeteria purchases. Scholars will not be overtly identified by their eligibility status, regardless of whether they are approved for free, reduced price, or paid meals. Scholars scan the barcodes on their student IDs and the approved software program (currently Foodease, part of the EasySuite software program) will automatically connect to that student's account as each scholar goes through the food service line.

Children receiving free or reduced-price meals will be provided with one (1) free or reduced-price meal per meal service. Any subsequent meals received during the meal service will be charged to the student's account at full price.

This policy is provided to all scholar households in writing as part of the Family & Scholar Handbook, including transfer households.

### **Board Secretary Certificate**

I hereby certify that the foregoing Policy on Unpaid Meal Charges was adopted by a majority vote of a quorum of the Governing Board of Directors at a duly noticed meeting held on February 23, 2023.

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Geraldine Hartin, Board Secretary