

Pelham City Schools

Meal Charge Policy

- Parents/Guardians are responsible for meal payments to the Child Nutrition Program and can pay for meals in advance by using MySchoolBucks, cash, or a check made payable to Pelham City Schools CNP. Funds leftover at the end of the year in the students account will roll over to the next school year.
- Pelham City Schools uses an automated software to notify parents of low and negative balances on a daily basis. A low and negative balance report is also printed off at the end of the day, and if a student has reached a negative balance of \$25.00, a personal phone call is made to the parent/guardian of that student by the CNP manager.
- Free eligible students will be allowed to receive a free reimbursable breakfast and lunch daily. Any a-la-cart and/or extra item purchases must be paid/prepaid.
- Reduced eligible student will be allowed to receive a reimbursable breakfast for \$0.30 and a reimbursable lunch for \$0.40 daily. A reduced eligible student will be allowed to charge a maximum of negative \$25.00 in reimbursable meals. Any a-la-cart and/or extra item purchases must be paid/prepaid.
- Full pay students will purchase reimbursable breakfast and lunch at the published paid meal rate established prior to the new school year. A full pay student will be allowed to charge a maximum of negative \$25.00 in reimbursable meals. Any a-la-cart and/or extra item purchases must be paid/prepaid.
- Once the negative \$25.00 charge limit is hit, students will be offered alternate meals in grades 4-12 only. For Grades Pre-K – 3 and children identified with special needs, meals must always be provided regardless of charge balance. Alternate meals will consist of a deli sandwich, fruit, and milk.
- Charges will not be allowed for adults and visitors. All adult and visitor purchases must be paid/prepaid.
- Account balance refund and transfer forms must be filled out and sent to the CNP Director in order to be processed. Account balances are refunded by request up to a calendar year following student withdrawal and/or graduation. After the calendar year has passed, the students account balance is consensually donated to cover unpaid meal charges if not claimed.
- All student accounts with a negative balance at the end of the school year will be cleared with non-public funds.
- If the student is without meal money on a consistent basis, the administration should investigate the situation more closely and take further action if necessary. If financial hardship exists, parents and families will be encouraged to apply for meal benefits.