



Garland Independent School District
Student Nutrition Services

Garland ISD Meal Charge Policy, CO (Reg)

Meal Charges - State Law

As established by the Board in Policy CO (Local), a student with an exhausted or insufficient balance on his or her meal card or meal account shall be allowed to continue to purchase meals for up to a total of \$25. The Superintendent has developed administrative regulations for this grace period to address:

1. The District's processes for parent notification during the grace period, including a schedule for repayment;
 - Students will be given a low balance notice when they have any negative balance.
 - The parent/guardian will be contacted via phone and email when their account negative balance reaches \$10.00.
 - When an elementary or middle school student exceeds the maximum charge limit of \$25, the parent/guardian will be contacted via letter, phone and email. If no payment plan has been set up by the parent within one week of the call and mailing, the student will receive and be charged for a courtesy meal in place of the standard tray. A student's tray will be exchanged for a courtesy meal when they exceed the charge limit.
 - When a high school student exceeds the maximum charge limit of \$25, the parent/guardian will be contacted via letter, phone and email. If no payment plan has been set up by the parent within one week of the call and mailing, the student's account will be closed. After the account is closed, cash can be used to purchase meals. Students will be asked to return their meal if they exceed the charge limit.
 - Contact Student Nutrition Services at 972-494-8322, to set up a schedule of repayment. Garland ISD will accept payments as low as \$10 per week in addition to any new charges.
2. Whether the student will be limited to certain foods or beverages during this grace period, and, if so, the District's efforts to minimize overt identification of the student;
 - Students will not be limited to certain foods or beverages during the grace period.
3. No fees or interest shall be charged by the District for meals purchased during the grace period.



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Meal Charges – Federal Law

For each campus that participates in the federal school breakfast or lunch programs under which students may incur a meal charge, the District's administrative regulations shall also address procedures for a student who has insufficient funds to purchase a meal following exhaustion of the grace period described above. The procedures shall address:

1. The parameters under which reimbursable or alternate (courtesy) meals shall be served to the student;
 - All students qualified for free or reduced price meals will be served a reimbursable meal regardless of account balance.
 - All students attending an elementary or middle school that are not qualified for free or reduced price meals and have reached their -\$25 account limit with a one week notification period will be offered a courtesy meal at lunch. There is no courtesy breakfast meal.
 - All students attending a high school that are not qualified for free or reduced price meals and have reached their -\$25 account limit with a one week notification period will need to use cash to purchase any food in the cafeteria. They will need to request a courtesy meal from the cafeteria manager or campus designee.
2. The District's efforts to minimize overt identification of the student;
 - The parent/guardian will be contacted via letter, phone and email
 - A school administrator will contact the student once before they receive courtesy meals or have their account closed.
3. How the District will attempt to collect unpaid debt in order to maintain the financial integrity of the food service account.
 - The parent/guardian will be contacted via letter, phone and email.
 - Garland ISD has a repayment plan to help parents with unpaid debt.

Courtesy meals will contain a cheese sandwich, a serving of fruit or vegetable and a carton of plain low-fat milk. Students will be charged \$1.50 for these meals.

The grace period is defined as from the time a student's account reaches a negative balance until one week after the household is called and sent a letter notifying them the child's account has reached -\$25.00.

It is a goal of the District that no child goes without a meal. We will work with families to ensure they are receiving all meal benefits for which they are eligible.