

705 SCHOOL MEALS POLICY

I. PURPOSE

The purpose of this policy is to outline how meal accounts will be handled.

II. GUIDELINES

- A.** Account statements are mailed or emailed to all families with students who have 10 days left in their lunch account. Account statements for all students with a \$0 balance or below will be notified by mail or email. Parents and/or students can also check their account balance by calling the main office or by accessing the Parent Portal.
- B.** Regardless of a student's lunch account balance, they will be served a meal identical to the rest of the students. The execution of this policy should be done in good faith when maintaining the dignity of the student.
- C.** It is the responsibility of the district to meet state and federal guidelines regarding food distribution
 - i.** All students who are Free/Reduced must be served a meal regardless of account status. Refusal to do so is in violation of FNS 791-1.
 - ii.** Minnesota prides itself of going beyond the federal minimum to provide food to students. It is expected that anyone working in this capacity adhere to a high standard of the food placed in front of students.
- D.** It is the responsibility of the school to work on collections of lunch debts.
 - i.** Robocalls, emails, voice mails, and letters may be sent to inform families of their student's balance.
 - ii.** Office staff should be amenable to helping families procure and complete free and reduced lunch paper work.
 - iii.** Point of Service should **NOT** speak to a student's about their lunch balance. If a student is delinquent, they should inform the office, who will contact the family.
- E.** All communication regarding low balances in the family account will come from emails and/or phone calls from the main office at 320-234-3660.

Legal References:

- Minn. Stat. § 124D.111, Subd. 4
- 42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)

7 C.F.R. § 210 *et seq.* (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)
USDA Policy Memorandum SP 46-2016, Unpaid Meal Charges: Local Meal
Charge Policies (2016)
USDA Policy Memorandum SP 47-2016, Unpaid Meal Charges: Clarification
on Collection of Delinquent Meal Payments (2016)
USDA Policy Memorandum SP 23-2017, Unpaid Meal Charges: Guidance and
Q&A
Minnesota Department of Education- Unpaid Meal Debt Guidance