

**Regis Middle School  
School Nutrition Account Policy  
June 2017**

It is the policy of Regis Middle School to offer nutritious meals to all students who desire them.

Low Balances: Parents are notified of low balances via email starting at **\$20.00** via **daily emails**. In addition, the Regis Food Service will send a **letter home with the student (via student backpack)** to a family whose account reaches a **\$10.00** (or below) balance. In addition, students who reach a \$10.00 (or below) balance will also receive a **verbal notification from the lunch staff upon check out** to remind them of the low balance.

When the balance becomes **zero or is negative**, the following procedures will apply:

- No additional beverages, “double” meals, snacks or ala carte items may be purchased through the student account. Students who seek to purchase these items will be denied the opportunity to do so.
- Students qualifying for free meals will always receive one regular meal, even if there is a negative balance from other purchases on the account. However, students who have zero or a negative balance will not be allowed extra items including, but not limited to: an extra milk, “double” lunch, additional beverages, snacks or ala carte items.
- Students qualifying for reduced meals will always receive one regular meal, even if there is a negative balance from other purchases on the account. However, students who have zero or a negative balance will not be allowed extra items including, but not limited to: an extra milk, “double” lunch, additional beverages, snacks or ala carte items.
- If a student with a negative balance attempts to purchase a beverage, snack, extra milk, “double” lunch, or ala carte items with cash, the money must first be applied to the negative balance (and be greater than the negative balance) before being allowed to purchase additional items on the account.
- Students may charge any of the available regular meals up to a balance of **-\$10.00**. When an account reaches **-\$10.00**, a certified letter will be sent home in addition to the daily emails.
- **Any student who accumulates a negative balance of -\$10.00 or more will be served an alternative lunch main meal of a cheese/sunbutter sandwich and milk.** All students are allowed unlimited fruit and vegetables with their meals. The alternative lunch will not be charged to the student’s account and parents will be contacted that day to inform them of the adjusted lunch for their child on that school day.

Approved by \_\_\_\_\_ School Board on \_\_\_\_\_