

RINGWOOD PUBLIC SCHOOLS MEAL CHARGE/UNPAID MEAL CHARGE POLICY

The Ringwood School District offers nutritious school meals to students at minimal cost. In order to avoid adversely affecting the school lunch program financially, the Ringwood School Board establishes a policy regarding the charging of school lunches. Negative student balances affect the ability of the lunch program to operate in a fiscally responsible manner.

- The Ringwood School District strongly discourages the charging of student lunches. Students that have charged meals shall not exceed \$50.00 in unpaid charges. If this amount is exceeded and not paid in a timely manner, then the student could be served an alternative meal.
- Notices of unpaid charge balances will be sent to the parents/guardians on a regular and consistent manner to avoid the lunch program carrying charge balances. All communication will be directly with the parent or guardian, Under no circumstances will a child receive a hand stamp or any other physical marking to show that they have unpaid charge balances.
- If no response to unpaid lunch charges is received by the Ringwood School District from parents/guardians and several attempts are made to collect the balances, students will not be able to charge again until the charges are paid. All excessive balances may be subject to referral to a collection agency. Students will not be allowed to enroll for the next school year until all meal balances are paid in full.
- Employees of the Ringwood School District will need to pay for their breakfast and lunches in a timely manner with all balances paid in full at the end of each semester.
- Parents who could be eligible are encouraged to apply for Free and Reduced Lunch under the Federal government's guidelines. Applications are available at the Ringwood schools and on the district's website.

Students will be treated with courtesy and respect regardless of whether or not the parent/guardian has provided payment to the school district. Staff members will be instructed to adhere to this policy. Prepayment may be made with check or cash.

This policy will be included in the enrollment packet and posted on the website, www.ringwood.k12.ok.us