



# St. George CCSD No. 258

— Every Child Every Day —

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Bourbonnais, Illinois 60914

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## **STUDENT LUNCH ACCOUNTS AND MEAL CHARGE PROCEDURES**

The St. George Community Consolidated School District No. 258 provides student access to nutritious no-cost or low-cost meals each school day in compliance with federal requirements for the USDA Child Nutrition Program.

There are three types of meal benefits available: Free, Reduced, and Full-Pay. A la carte items are full-price for each meal benefit and must be prepaid or paid at the time of purchase.

### **Free Meal Benefit**

- Free Meal eligible students will be allowed to receive a free lunch each day.

### **Reduced Meal Benefit**

- Students eligible for reduced lunch prices will be allowed to receive a lunch for \$0.40 each day.

### **Full-Pay**

- Students will prepay for meals at the school's published paid meal rate.

### **Student Lunch Accounts**

- Parents/Guardians are responsible for meal payment to the food service program.
- Parents/Guardians can view and monitor their student's lunch account activity via PowerSchool.
- Students/Parents/Guardians may pay for meals in advance by using the credit card payment link on the District's website (go to [www.sg258.org](http://www.sg258.org), click on "Students/Parents" tab, and then click on "Lunch Program and Menu" section) or by check made payable to St. George School Lunch. Further details are available on our webpage at [www.sg258.org](http://www.sg258.org) (click on "Students/Parents" tab then "Lunch Program and Menu" section).
- Unpaid charges place a large financial burden on our school. Funds should be maintained in accounts to minimize the possibility that a child may be without lunch money on any given day.

### **Outstanding Student Meal Balances**

- Notices of low or deficit balances will be sent to parents/guardians at regular intervals during the school year.
- If a student's lunch account falls below zero, the Student's parent/guardian will be contacted by email and/or phone call. The student will be allowed to receive the regular reimbursable meal.
- If a student's lunch account falls below zero on a consistent basis, the administration will investigate the situation more closely and take further action as needed.
- The collection of balances owed will follow the policies and procedures set by the school.
- If a financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child, if applicable.

### **Refunds and Unclaimed Funds**

- Returning Students: Any remaining funds for a particular student may/will be carried over to the next school year.
- Withdrawn or Graduating Students: A written or e-mailed request for a refund of any money remaining in their account must be submitted. Students who are graduating at the end of the year will be given the option to transfer to a sibling's account with a written request.
- Unclaimed Funds: Any money remaining in a student's lunch account must be requested within one school year. Unclaimed funds will then become the property of the St. George School Food Service Program.