

An Analysis of Lunch Shaming in Indiana and Proposed Solutions
Advanced Field Research 603D

Jessamine Pilcher
Olivia Ash

A special thanks to Professor Baker for her support, to every classmate and lobbyist who discussed these complex ideas with us, and to those Indiana educators that provided data, encouragement, and support.

TABLE OF CONTENTS

Part I: Scope of the Problem	
Overview	5
Understanding the Scope of the Problem	10
Unpaid Meal Charge Policies	11
800 Lunch Fund Accounts	18
Unpaid Meal Charging and Bad Debt	20
Part II: Legal Landscape	
Establishment and Role of the National School Lunch Act (NSLA)	29
Establishing and Maintaining an Indiana School Lunch Program	30
Federal Money is Used to Assist Indiana Lunch Programs	33
Indiana School Corporation's Responsibility for Student Debt	39
Unpaid Meal Charge Policy Guidelines	41
Alternative Financial Assistance from the USDA	45
Federal Government's Solution to Lunch Shaming	48
Lunch Shaming under Indiana Law	51
Part III: Proposed Solutions	
Solutions from Other Jurisdictions	54
Recent Efforts by General Assembly Members	56
Proposed New Solutions	56
Agency Solution	66
A Grassroots Solution	67
Appendix A	69
Appendix B	120
Appendix C	126
Appendix D	157
Appendix E	158

Appendix F	159
Appendix G	161
Appendix H	162
Appendix I	163
Appendix J	164
Appendix K	165
Appendix L	166
Appendix M	167
Appendix N	168
Appendix O	169
Appendix P	189
Appendix Q	193

OVERVIEW

The issue of lunch shaming is a tenuous balance, weighing the concerns of students who are embarrassed when they cannot pay for a school lunch¹ against the school corporations that are obligated to employ tactics to maintain the financial viability of the school lunch program² in an attempt to reduce siphoning resources from other school funds.³ An overview of the issue follows. Indiana school lunch programs are authorized at the state level but are operated by individual school corporations.⁴ These programs are optional and must be self-supporting,⁵ which means no local school tax levy may be used to raise funds for the program.⁶ Schools intend the program's main source of funds is via student purchases using cash or personal lunch accounts,⁷ with the program able to accept aid in the form of federal and state cash assistance, federal commodities, and charitable donations.⁸ Due to economic disparities in our society, the state and federal government recognize two groups of students: those who qualify for federal assistance as defined by the USDA, and those who

¹ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 37.

² See Ind. Code Sec. 20-41-1-2 (2017).

³ See Ind. Code Sec. 20-40-2-4 (2017).

⁴ See Ind. Code Sec. 20-26-5-4(11)(a).

⁵ See Ind. Code Sec. 20-41-1-2 (2017). Ind. Code Sec. 20-26-9-12 (2017).

⁶ See State Board Of Accounts, *School-Uniform Compliance Guidelines Manual, Chapter 4: Funds and Fund Accounting*, (2010), p 4-7 to 4-8.

⁷ See Ind. Code Sec. 20-26-5-4(11)(a) (2017).

⁸ See Ind. Code Sec. 20-26-9-8 (2017).

Part I: Scope of the Problem

do not qualify because their family income is too high.⁹ Further, those students who do not qualify for assistance can be further defined into two distinct groups based on socioeconomic status: those whose families can consistently afford to pay for a lunch each day and those who cannot.¹⁰ This paper will refer to these two groups as "Daily" students and "Intermittent" students, respectively, and the group of students who qualify for assistance as "Assistance" students.

In 2015, about 413,760 families in Indiana earned an income level to qualify for free or reduced price lunch, which was about 25% of all family households in 2015 (Assistance); about 248,256 families earned just above the eligibility threshold earning between \$35,000 and \$49,999, which was about 15% of all family households in 2015 (Intermittent); and about 997,991 families earned an income of at least \$50,000, which was about 60% of all family households in 2015 (Daily).¹¹ There are federal protections to prevent lunch shaming and federal cash assistance for the Assistance students, and there are federal cash subsidies for the Daily and Intermittent students when they purchase a

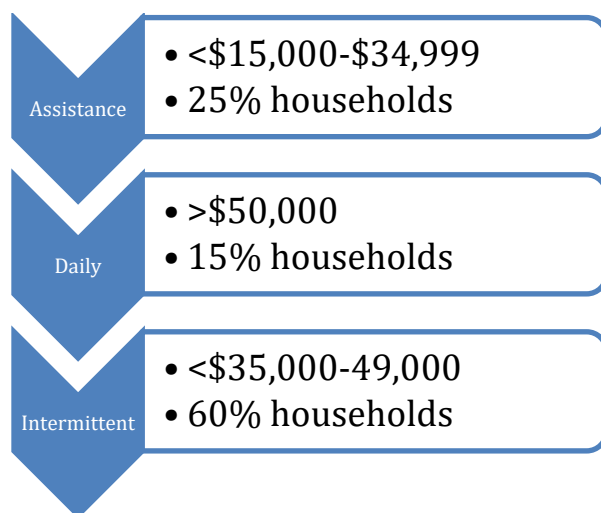
⁹ 7 C.F.R. § 210.2 (2017).

¹⁰ See 7 C.F.R. § 210.2 (2017). 7 C.F.R. § 245 (2017). Ind. Code Sec. 20-33-5-2 to 6 (2017).

¹¹ U.S. Census, *INCOME IN THE PAST 12 MONTHS (IN 2015 INFLATION-ADJUSTED DOLLARS) 2011-2015 American Community Survey 5-Year Estimates*, S1901, https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_15_5YR_S1901&prodType=table, viewed August 6, 2017. See Cal. Dept. of Education, *Income Eligibility Guidelines for Free and Reduced Price Meals or Free Milk in Child Nutrition Programs, Income Eligibility for 2015-2016*, <http://www.cde.ca.gov/ls/nu/rs/scales1516.asp>, viewed August 8, 2017.

Part I: Scope of the Problem

reimbursable lunch.¹² Unfortunately, there are no specific protections, beyond local school policies, to prevent lunch shaming for Intermittent students whose families are living just above the eligibility threshold.



When a Daily or Intermittent student does not have cash on hand to buy a paid lunch, the student receives a negative balance on her personal lunch account.¹³ Each school is responsible for its own unpaid meal charge policy, which determines if and what the student will eat and how parents will be notified.¹⁴ Once an unpaid meal charge accrues on the student's personal account, this impacts the school's lunch fund and sets in motion obligations and accounting actions required of the school under state laws and federal rules.¹⁵

¹² See 7 C.F.R. § 210.2 (2017). 7 C.F.R. § 210.4 (2017). 7 C.F.R. § 245.6 (2017).

¹³ U.S. DEPT OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 11.

¹⁴ U.S. DEPT OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 11-12.

¹⁵ See State Board Of Accounts, *School-Uniform Compliance Guidelines Manual, Chapter 1: Prescribed Forms, Taxes, General Information, Local Policies, and Deposits and Investments*, (2010), p 1-7. See U.S. DEPT OF AGRIC., FOOD & NUTRITION

Part I: Scope of the Problem

The school is required to use all means available to collect the debt and is given a reasonable time of up to a year to collect them from the debtor.¹⁶ If a debt is deemed uncollectable, then it becomes “bad debt.”¹⁷ A school may not have a balance of less than zero on any fund at the end of that budget cycle,¹⁸ and because bad debt cannot be paid using federal money,¹⁹ the school must rely on money from its other funds, additional state aid, or charitable donations to make up the deficit.²⁰ Once a school or school corporation uses money from another of its own funds to reimburse the debt in the school lunch fund, money is taken from other programs, thereby affecting all students attending the school or school corporation.²¹ This shifting of funds provides sense to why some schools

SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 15

¹⁶ Ind. Dep’t of Education, *Collection and Forgiveness of Debt*, Bad Debt Policy Memo (2017).; E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

¹⁷ U.S. DEP’T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 14.; Ind. Dep’t of Education, *Collection and Forgiveness of Debt*, Bad Debt Policy Memo (2017).

¹⁸ See State Board Of Accounts, *School-Uniform Compliance Guidelines Manual, Chapter 1: Prescribed Forms, Taxes, General Information, Local Policies, and Deposits and Investments*, (2010), p 1-7.

¹⁹ U.S. DEP’T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 15.

²⁰ See Ind. Code. Sec. 20-40-2-4 (2017).; U.S. DEP’T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 45.; State Board Of Accounts, *School-Uniform Compliance Guidelines Manual, Chapter 7: Classification and Definition of Clearing Accounts*, (2010).

²¹ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).; State Board Of Accounts, *School-Uniform Compliance Guidelines Manual, Chapter 5: Classification and Definition of Receipt Accounts Accounting for Receipts*, (2010), p 5-6.

Part I: Scope of the Problem

have chosen aggressive tactics to insure that a debt from a small group of students will be paid, when the consequences include diminished resources for educating the entire school corporation, salaries, or in an extreme circumstance, the school lunch program entirely.²²

Further, schools want to provide nutritious lunches to students.²³ Recent studies in Indiana highlighted locations of food deserts appearing around the state, and with the recent closure of several Marsh grocery stores, the number of food deserts has recently increased.²⁴ A food desert is defined as an area with no major grocery store within a mile from where people live.²⁵ School may be the only place where food-insecure students receive one or two meals for the day. Additionally, data shows child hunger can interfere with cognitive and physical skills.²⁶ To fully understand the complexity of lunch shaming and understand the validity of any proposed solutions, it is necessary to understand how lunch programs are authorized, the sources and obligations of the funds that interact

²² Ind. Code Sec. 20-41-1-2 (2017). Ind. Code Sec. 20-40-2-4 (2017).; State Board Of Accounts, *School-Uniform Compliance Guidelines Manual, Chapter 5:Classification and Definition of Receipt Accounts Accounting for Receipts*, (2010), p 5-6.

²³ U.S. DEPT OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 5.; Ind. Code Sec. 20-26-9-12 (2017).

²⁴ See Leigh Denoon, *A Growing Movement Tries To Tackle An East Side Food Desert*, WFYI, June 6, 2017, <http://www.wfyi.org/news/articles/in-indianapolis-a-growing-movement-tries-to-tackle-an-east-side-food-desert>.

²⁵ *Id.*

²⁶ Melinda D. Anderson, *What Do Unpaid Lunch Tabs Mean for Schools*, The Atlantic, February 9th, 2016, <https://www.theatlantic.com/education/archive/2016/02/unpaid-school-lunch-bills/460509/>.

with a school lunch fund, the pressures from unpaid meal charges and bad debt, and the mechanisms to recover that money in Indiana.

UNDERSTANDING THE SCOPE OF THE PROBLEM

Lunch shaming is the overt identification and embarrassment of a child who cannot afford to pay for a lunch. Lunch shaming may involve marking a child with a stamp, making a child eat separately, providing the child an alternative meal inferior to, and different from, other students' paid-for meals, or not allowing the child to eat at all. In order to understand the scope of the problem of lunch shaming in Indiana, we researched and analyzed data provided by Indiana School Corporations (ISC), the Indiana Department of Education (IDOE), and the State Board of Accounts (SBOA).

Dr. McCormick, Superintendent of the IDOE, does not appear to be concerned with lunch shaming in Indiana. She has not supported any efforts to address the problem, nor has she attempted to collect any data to understand the problem.²⁷ However, we know lunch shaming is an issue nationally because of the efforts of the 2017 USDA unpaid meal charge policy guidance and other state laws to curb lunch shaming practices. Additionally, we know there are instances

²⁷ One piece of legislation offered by Senator Stoops and one House Concurrent Resolution offering to research lunch shaming offered by Representative Siegrist did not receive any support from the IDOE.

Part I: Scope of the Problem

of lunch shaming in Indiana because journalists and social media have reported instances and responses to incidents of lunch shaming.²⁸

The IDOE website states that there are 1,139,822 students enrolled for the 2017-2018 semester. Of these students, 462,205 (40.6%) receive free meals, 85,427 (7.5%) receive reduced price meals, and 592,190 (52%) pay whole price for a meal.²⁹ This number does not indicate the number of families that may qualify for free or reduced price meals, but rather the current status of each student. In the 2016-2017 School Year, 24 of the 291 ISCs had at least one school participate in the federal Community Eligibility Program (CEP), which provides lunch and breakfast free to all students.³⁰ For a list of each school participating in CEP, please see the attached Appendix B. The IDOE does a great job attempting to identify and provide resources for eligible schools or school corporations to join this program.

²⁸ Sam Reynolds, "Put an end to lunch shaming", *Indiana Daily Student*, Published August 29, 2017, <http://www.idsnews.com/article/2017/08/column-put-an-end-to-lunch-shaming>; Kara Kenney, "Greenfield to end 'lunch shaming' with new policy", Published June 2, 2017, <https://www.theindychannel.com/news/local-news/greenfield-to-end-lunch-shaming-with-new-policy>; Gabby Gonzalez, "Some have lunch shaming concerns after Monroe County School Board passes debt policy" Published May 17, 2017, <http://fox59.com/2017/05/17/some-have-lunch-shaming-concerns-after-monroe-county-school-board-passes-debt-policy/>; Eun Kyung Kim, "Is this a 'sandwich of shame'? School policy calls out students with lunch debt" *Today*, Published January 8, 2016, <https://www.today.com/parents/sandwich-shame-school-policy-calls-out-students-carrying-lunch-debt-t65931>.

²⁹ <https://compass.doe.in.gov/dashboard/overview.aspx>

³⁰ This was our estimation on the number of public school corporations and excludes private, technical, and charter schools. For further information on CEP, please read Part II and III of this paper, as well as, visit the USDA website.

UNPAID MEAL CHARGE POLICIES

As of July 1, 2017, every Indiana school that receives federal money under the National School Lunch Act (NSLA) is required to provide an unpaid meal charge policy to parents and students. Each ISC is given autonomy to determine the unpaid meal policy, and the approaches vary drastically.³¹ Of the 291 ISCs, we searched for and reviewed 61 un-paid meal charge policies. As of May 10th, 2018, unpaid meal charge policies have been reviewed for approximately 61 ISCs by searching school websites.³² We researched ISCs with the greatest lunch fund debt (negative balances) and those with the lowest lunch fund debt and positive cash balances for 2016-2017 School Year.³³ The required policies were provided after the ISCs reported their 800 fund information. We wanted to see if there was a correlation between the account health and the policy. Below are data points for these 61 ISCs. Following the data is a summary of the qualitative content of the un-paid meal charge policies received and reviewed.

ISC Meal Charge Policy Data:

³¹ There are at least two GoFund Me campaigns for Columbus IN and Lafayette IN lunch programs. <https://pages.gofundme.com/lunchdebt/> (accessed May 1, 2018). Additionally, Fayetteville school corporation has chosen to feed children no questions asked, even including a dinner. <https://www.cbsnews.com/news/feeding-the-need-expanding-school-lunch-programs/> (accessed May 1, 2018).

³² See Appendix A to see a summary of unpaid meal charge policies.

³³ Lunch funds are categorized as 800 Lunch Fund under State Board of Accounts (SBOA). We reviewed fund 800 only because it is an independent account from the general fund for each school and ISC.

Part I: Scope of the Problem

- 32 have published un-paid meal charge policies (52%)
- 29 do not have published un-paid meal charge policies (48%)³⁴
- 20 have negative lunch account balances (33%)
- 41 have positive lunch account balances (67%)
- Of the 20 negative accounts, 11 have un-paid meal charge policies posted on their websites (55%), 9 do not have posted policies (45%).
- Of the 41 positive accounts, 21 have un-paid meal charge policies posted on their websites (51%), 20 do not have posted policies (49%).
- Only 2 of the ISC reviewed expressly state they “may” remove food from the student if they cannot pay for lunch (3%).
- The table below outlines ISCs who provided unpaid meal data to the authors and have posted meal charge policies. This data is organized from ISCs with the largest unpaid meal debt to those with positive lunch account balances. For a complete chart, please reference Appendix P.

Table 1: ISC- Posted Meal Charge Policies & Unpaid Meal Charge Data ³⁵

Indiana School Corporation	Explain Charge Procedure?	Explain Bad Debt Policy?	Charge Limit (Meals/\$)	Option after Limit Met
South Madison Com Sch Corp	Y	Y	ES-3 MS/HS-1	AM

³⁴ We were unable to locate the policy after ten minutes of searching the website.

³⁵ Table KEY: ES= Elementary School; MS=Middle School; HS=High School; AM=Alternate Meal; (*) Will "discreetly" take away any commercial food a child has decided to purchase if the account balance is negative; (**) School may deny a meal to student; (***) Not clear if HS students get AM

Part I: Scope of the Problem

Zionsville Community Schools*	N	N	N/A	AM
Lakeland School Corporation	Y	N	MS/HS-2	AM
Valparaiso Community Schools	Y	N	MS-2 HS-0	AM
Scott County School District 2	Y	Y	Up to \$32	AM
DeKalb Co Eastern Com Sch Dist	N	N	N/A	N/A
Michigan City Area Schools	Y	N	Up to \$7	May deny meal
Blue River Valley Schools	Y	Y	K-12 up to \$10 7-12 up to \$7.95	AM
M S D Warren County	N	N	K-8 up to \$10 9-12 up to 2	AM
Yorktown Community Schools	Y	N	ES/MS-3 HS-1 then 0	AM
Centerville-Abington Com Schs	Y	N	Up to \$10	AM
Whitko Community School Corp	Y	N	ES-up to \$5 MS/HS-0	AM
Southwestern Con Sch Shelby Co	Y	N	Receive full meal	N/A
South Harrison Com Schools	Y	N	Up to \$7.80	AM
Prairie Heights Community Sch Corp**	Y	N	ES-\$5 MS-2 HS-0	AM
Jennings County School Corporation	Y	N	See Appendix	AM
Linton-Stockton School Corporation	Y	N	No Charging Permitted	AM
Franklin Township Com Sch Corp	Y	N	K-5 up to 3 6-12 no permitted	AM
Greenwood Community Sch Corp	Y	Y	Up to \$5	AM
Warrick County School Corp	Y	N	ES/MS-3 HS-not permitted	AM***
Bartholomew Con School Corp	Y	N	Up to 3	AM

Part I: Scope of the Problem

Kankakee Valley School Corp	Y	N	Up to 2	AM**
Hamilton Heights School Corp	Y	N	ES/MS-\$5 HS-not permitted	AM
Community Schools of Frankfort	Y	N	ES/MS-5 HS-not permitted	AM
Avon Community School Corp	Y	N	K-8-2 meals 9-12-not permitted	AM
Tippecanoe School Corp	Y	Y	Significant balance will get AM	AM
Crown Point Community School Corp	Y	N	May charge but no limit listed	AM
Center Grove Community School Corp	Y	N	K-6-3 meals 7-12-not permitted	AM
Carmel Clay Schools	Y	N	Up to 3	Unclear
M S D Warren Township	Y	N	K-8 up to \$10 9-12 up to 2	AM
Fort Wayne Community Schools	N	N	K-8 unclear 9-12 not permitted	Unclear
M S D Lawrence Township	Y	N	Unlimited AM as needed	AM

Qualitative Review of ISCs Meal Charge Policies:

Per the USDA, School Food Authorities (SFA) are required to provide to parents a published meal charge policy.³⁶ Posting said policy on a school website

³⁶ U.S. DEPT OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 3.; Ind. Code Sec. 20-26-9-12 (2017).

Part I: Scope of the Problem

is not required, the IDOE requires parents are handed physical copies.³⁷

Additionally, a policy document is strongly encouraged to include a statement about meeting this requirement as well as outlining the "bad debt" policy.³⁸ In addition, SFA are required to maintain records regarding the meal charge policy as well as tracking bad debt.³⁹

Indiana school websites vary widely not only in design and features but in ease of finding necessary information. Initial research focused on locating unpaid meal charge policies, as published policies are a USDA requirement as of July 1, 2017.⁴⁰ Policies range widely in their layout, content, and clarity. About half the ISCs reviewed have posted policies. Most describe reasons for the unpaid meal charge policy (e.g., Tippecanoe, South Madison and School of Hammond) some are silent regarding "bad debt" and twenty-nine of the schools who replied to our request for data do not have any meal charge policies posted. Not only is this non-compliant with the law, but also leaves parents clueless about the policy unless they received the mandatory "push" to ensure the policy was published to all households.

Of the ISCs with published policies, a few trends emerge: It's clear many schools have partnered with providers such as Chartwells™ and Sodexo™ to

³⁷ U.S. DEPT OF AGRIC., FOOD & NUTRITION SERV., SP23-2017, *UNPAID MEAL CHARGES, GUIDANCE AND Q&A* (2017), p5.

³⁸ *Id* at 4.

³⁹ *Id* at 5.

⁴⁰ U.S. DEPT OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017).

Part I: Scope of the Problem

outsource website and content. These sites often do not contain published policies. Nearly every school (published policy or not) provides links on these sites or similar ones for parents to access: menus, applications for free and reduced lunch, USDA lunch guidelines and software for pre-payment of meal accounts online. For the last item, at least six different software providers are used by ISCs to manage school lunch accounts. Two ISCs use fingerprint-scanning devices for the lunch line. Nearly all websites clearly display employment non-discrimination and wellness policy statements as required by the Civil Rights Act.

Many ISCs employ some form of a “no cash, no embarrassment” procedure in their policy to reduce “shaming” at the checkout line for students without funds. It’s clear from many of the policies that the onus is on the lunch staff to inform students about their meal charge balance, to remind students to tell parents to bring money, or to make phone calls/send letters directly to parents when lunch accounts become negative. Two ISCs reviewed will transfer a negative balance to a sibling when a student graduates.

As to alternative meals offered, most ISCs will not turn away a student at the lunch line. However, some policies are unclear about what happens after a certain number of “free” meals are charged, or a charge max is reached. One policy implies that the student will not be served a school lunch after a threshold is met. ISCs will often offer some combination of a cold sandwich (PBJ or cheese) with milk; some ISCs offer an additional vegetable and fruit as part of the

Part I: Scope of the Problem

“alternative meal” and some (e.g. Beech Grove and Southwestern Community Schools) will serve a regular hot meal regardless of ability to pay. Only two ISCs may toss food if a student cannot pay or carries a negative balance. Nearly all schools restrict charging of “a la carte” items. Some ISCs treat elementary school children less harshly than secondary (middle and high school) children.⁴¹

800 FUND LUNCH ACCOUNTS

As of March 2nd, 2018, lunch fund 800 debt has been calculated for 291 ISCs by analyzing and calculating each ISC 2017 Fund 800 overall account balance. We also noted the movement of money from another account (5200) or the return of cash or selling of securities (6000) into each ISC lunch 800 fund. Below are initial data points for the 290 ISCs. Generally, each ISC lunch 800 fund balance sheet showed the positive influx of cash from local, state, and federal sources; and the efflux of cash from Instruction, Special Services, Community Services, and Other Charges. We determined the overall health of each account by subtracting the overall expenses from the overall receipts including the input of any money transferred into the account. Following the data is a summary of the qualitative content of the 290 ISCs lunch 800 fund reviewed.⁴²

Lunch Fund Data Highlights for the 290 ISCs:⁴³

⁴¹ For further analysis on the un-paid meal charge policy, please see the attached Appendix A.

⁴² See Appendix C for all 291 800 Fund Account Balance information.

⁴³ See Appendix D to see the spread for 290 ISCs.

Part I: Scope of the Problem

- 157 have a negative overall balance (54.1%).
- 4 ISC have a negative overall balance more than \$1 million (1.4 %).
- 133 have a positive overall balance (45.9%).
- 3 ISC have a positive overall balance of more than \$1 million (1.0%).
- 124 did not move money into the lunch 800 fund account (42.8%)
- 166 moved money into the lunch fund 800 account from another fund or sold securities or property (57.2%)

Qualitative Review:

The SBOA provides the rules for organizing and calculating school lunch funds. The lunch fund is categorized as fund 800 and is an independent account from the general and operations accounts for each ISC. According to the SBOA, a fund may not fall below \$0; however, more than half of the ISC 800 funds are below \$0. One explanation is that debt is viewed as an asset and could be sold to a collection agency. And indeed, research conducted thus far on the 61 un-paid meal policies indicates, across the board, that ISCs turn to collection agencies as a last resort to collect unpaid meal balances. Further, money may be moved into the lunch 800 fund from another account (e.g. the operations budget). Money may be moved from another account and categorized under number 5200. Alternatively, money may come into the lunch 800 fund account by selling securities or returning cash and is reflected on the 800 fund balance sheet under

Part I: Scope of the Problem

line item number 6000. ISCs that moved money into the 800 fund account did not necessarily result in a positive balance.

Three school corporations (EVSC, MSD Lawrence, and Fort Wayne) have an overall balance that is more than \$1 million. Four school corporations (Elkhart, IPS, Concord, and Hammond) have overall negative lunch funds of more than \$1 million.⁴⁴ Lewis Cass Schools did not have a 2017 lunch fund account balance sheet available under the IDOE form.

ISC lunch funds are independent funds, expected to be self-sustaining. Funds are to be supported by local contributions (e.g. student and adults paying for meals), state money, and federal funds (determined by NSLA). Several ISCs account balance sheets showed acceptance of federal funds but not state funds. This is interesting, because the federal rules imply that a school that receives federal money must also receive state funds of at least 20% of the federal funding provided by the USDA. Most ISCs accepted federal or state funds, with only one ISC relying only on local sources.

Per the National School Lunch Act (NSLA), federal funds cannot be used to pay off “bad debt.” Here, bad debt is defined as unpaid meal charges that cannot be collected from the parents. Further analysis is required to determine debt resulting from unpaid meal charges. Because federal funds cannot be used to pay off bad debt, school corporations with a positive overall lunch balance

⁴⁴ See Appendix E to see the spread with 149 ISCs removed having a positive or negative balance of \$50,000.

may have bad debt from unpaid meal charges that can only be satisfied by moving money from another account or attempting collection techniques.

UNPAID MEAL CHARGING AND BAD DEBT

Besides looking at anecdotal evidence of lunch shaming and analyzing the newly required unpaid meal charge policies, the unpaid meal charge debt is useful for understanding the problem of lunch shaming. Perhaps, the unpaid meal charge debt and bad debt are the most informative, because these two sources of debt create the direct pressure on the system and a school corporation's justification for the use of lunch shaming tactics. Initially, we reviewed all 800 fund reports provided by 290 of the 291 school corporations and accessed through the IDOE website. While we were able to understand the overall health of the 800 fund, we were not able to discern unpaid meal charges and bad debt from the overall expenses. For instance, a la carte item expenses are not always separated from reimbursable meal costs. Additionally, it was not always possible to see donations and adult food costs, which make it nearly impossible to understand the un-paid meal charge debt attributed to each ISC. The 800 Lunch Fund is a unique account to each ISC because state law requires the account to be self-sustaining, and federal rules prohibit the use of federal money to recoup bad debt.⁴⁵ Because federal funds cannot be used to pay off bad

⁴⁵ Bad debt is debt that is uncollectable. As it relates to lunch accounts, it results from unpaid meal charges that could not be collected after notices, small claims

Part I: Scope of the Problem

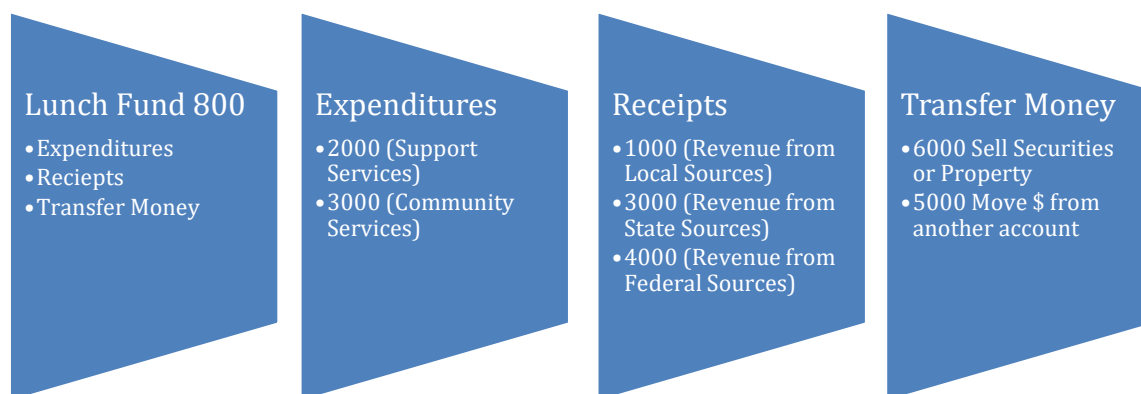
debt, the schools must rely on state funds, moving money from the operations account, sales of competitive food, donations, or sales of securities or real property. We requested information from the school corporations to discern the character of the debt, if any, attributable to unpaid meal charges. To fully understand the scope of the problem, we reached out to 197 ISCs to request more detailed information about unpaid meal charges, bad debt, and mechanisms for recovering bad debt and unpaid meal charges.

Unpaid meal charge debt changes day-to-day, week-to-week, and month-to-month. We know the school corporations have access to this data, because it may be required in a federal audit and is required by the USDA. We chose to ask the school corporations to provide us with the unpaid meal charge balance at the end of the school year for May 31, 2016, and May 31, 2017. We wanted to compare two years, and we knew these two dates would indicate unpaid meal charges that were not collectable during the school year. Next, we asked for bad debt claimed at the end of 2016 and 2017 school years. Finally, we asked each school corporation to share the mechanism(s) they used, if any, to pay off the unpaid meal charges or bad debt including donations, the sale of competitive food, or moving money into the account. This was important to understand, because while we could see if money was moved into the account by a 5000 or

court, or other methods fail to force a parent, guardian, or emancipated student to pay back the cost of the meal. Schools may keep unpaid meal charges on the books as debt for up to a year or more before claiming it as bad debt.

Part I: Scope of the Problem

6000 line item code, we could not discern if the money was used to pay for unpaid meal charges and/or bad debt.⁴⁶



Because we only had thirteen weeks to work on this project, we sent a two-prong email to ISCs Superintendents and administrators that included an initial request followed by an Access to Public Records Act (APRA) request.⁴⁷ We sent 197 Superintendents (68% of our data set) a request for data, and received responses from approximately 30%.

Data Highlights from the ISC Responses:

- Of the 197 requests, we received responses from 68 school corporation representatives.
- Of the 68 responses, we received unpaid meal debt data from 61.
- Additionally, we received a range of response types. Most were kind and eager to help, a few were aggressive and defensive (citing law, failed systems, or no records), and the rest (129) did not respond.

⁴⁶ For more information on 5000 and 6000 line item codes, please see Part II of this paper and the SBOA school guidance policy documents for lunch accounts.

⁴⁷ For a copy of the email template, please see Appendix F.

Part I: Scope of the Problem

However, at present, we are still receiving data and will incorporate as able until the final deadline.

- Of those that responded the range of unpaid meal charges are:
 - \$0-\$580,050.85 for 2015-2016 school year; and
 - \$0- \$350,905.44 for 2016-2017 school year.
- Those that allow unpaid meal charges, the range was the same for both years because at least one school corporation allowed charging and had a \$0 balance of unpaid meal debt.
- Of those that responded the bad debt (uncollectable) ranged from:
 - \$0 - \$48,917.40 for 2015-2016 school year; and
 - \$0- \$48,639.90 for 2016-2017 school year.
- Of those that responded and had unpaid meal charges ,32 of 56 (57.14 %) used some mechanism (donations, moved money, used profits from competitive food, called it bad debt) to recover the unpaid meal charges beyond notices to parents and small claims court.
- Of those that reported, the total bad debt for 2017 was \$157,783.
- Of those that reported, the total amount of unpaid meal charges for 2017 was \$648,478.58.
- In 2017, \$34,094.17 was received in donation money.

Part I: Scope of the Problem

From our analysis of the data we can offer a few conclusions. The first is that the information collected by the IDOE does not directly look to see if lunch shaming is an issue. As stated previously, the 800 fund reports directly provide information about unpaid meal charges or bad debt. When we look at the data, it is evident that the overall health of the 800 fund, the number of students that pay for a meal, nor the amount of money moved into the 800 fund account is a good indicator of the unpaid meal charge debt or bad debt.⁴⁸

Appendix H shows there is a possible weak correlation between the percentage of students that pay for a meal and the unpaid meal charge debt. Using data provided by the IDOE, we calculated the percentage of students that pay for a meal. This number includes the number of students that pay for a meal and receive reduced price meals. This sum was divided by the total number of students in that particular ISC and the number was rounded to the nearest whole number for clarity. Further, Appendix G shows there is no correlation between the overall balance of the 800 fund and the percentage of students that pay for a meal.

The overall balance of the 800 fund is not a good indicator of the unpaid meal charge debt or bad debt. Appendix C shows the overall balance and money reported moved on the 800 fund report or in our email request for 290 ISCs. The number of schools that moved money into the 800 fund account using the codes connected to 5000 or 6000 was 165 school corporations. It also includes of the 30%

⁴⁸ See Appendices C, G, and H including graphs that show a lack of correlation.

Part I: Scope of the Problem

responses concerning unpaid meal charge debt and bad debt for 2017. For example, line item 7 shows an overall balance of \$57,061.84, an unpaid meal charge debt of \$20,857.95, a 2017 bad debt of \$17,415.42, and a money transfer of \$16,428.42 into the account. The table shows several other examples. Further, Evansville Vanderburgh School Corporation, which reported a positive overall 800 fund balance of \$3,052,932.85 sued 500 families in small claims court to collect on bad debt.⁴⁹

Appendix I and J show a comparison of the unpaid meal charges along with donations, money transferred into the 800 fund, and money from the sale of competitive food to recoup the debt. What we see is that money that is moved is not solely to cover unpaid meal charges and bad debt. Alternatively, the numbers provided from some ISCs may be the result after money was moved into the account.⁵⁰

We do not notice a correlation between the unpaid meal charges, bad debt, and overall 800 fund balances with respect to the recent requirement that each ISC post a meal charge policy.⁵¹ While the data cannot directly identify lunch shaming, the available policies indicate what actions a school may take when a Daily or Intermittent student cannot afford to buy a meal. As parents and

⁴⁹ See Appendix 'X' and Thomas Langhorne, "EVSC suing hundreds of student families," *Courier and Press*, Published December 16, 2017, <https://www.courierpress.com/story/news/2017/12/16/evsc-suing-hundreds-student-families/935142001/>

⁵⁰ See Master Data Set that includes responses from schools.

⁵¹ See Appendix P.

Part I: Scope of the Problem

Hoosiers, we need to decide if those actions against students rather than parents are acceptable.

There appears to be a weak correlation between unpaid meal charge debt, bad debt and the percentage of students that pay for a meal as illustrated in Appendix K and L. Perhaps not surprisingly, where a large percentage of the school qualifies for free or reduced price meals, the small minority that do not qualify for federal assistance could be in part or in whole Intermittent students. Additionally, while there are protections against lunch shaming for Assistance students that qualify for reduced price meals, some of the unpaid meal debt and bad debt may come from this group.

Appendix M shows that the bad debt reported by each school is a relatively small number compared to unpaid meal charges and overall balance of the school lunch 800 fund. A table comparing these numbers is provided in Appendix C. As such, a statewide non-profit organization authorized by the State Board of Education could collect and donate this money or the State budget may find it is reasonable to cover this cost (See *infra* Part III). The current reported bad debt numbers may go up with our solution, but it is clear that bad debt is a small subset of the overall debt because of the required hurdles to overcome before identifying debt as bad debt. Further, see Appendix N that generally shows that the 2017 unpaid meal charge debt is larger than or equal to the reported bad debt for 2017. This bolsters the proposed solution that collecting and providing money to cover bad debt is a tenable goal for Indiana.

Part I: Scope of the Problem

The pressure to shame varies widely and is not readily ascertained from the current data collected and shared by the IDOE. We know there are instances of lunch shaming in Indiana from reports by journalists and social media accounts. Additionally, the USDA has enacted policies and three states have enacted laws to prohibit lunch shaming for all students. As will be discussed in the next two sections, we understand that the reasons for lunch shaming are rooted in the economic burdens created by the law and regulations. While we know the students are the most important element to any employee of a school corporation, the budget must be a close second. In Indiana, the data shows that there is wide range of debt, and even those ISCs that appear to be doing well financially, are struggling to repay the debt caused by unpaid meal charges and bad debt. While we cannot tell if ISCs have a positive balance because of lunch shaming tactics, or if ISCS have a negative balance because they do not employ such tactics, we believe that a uniform, common sense policy that protects all children is the best solution for going forward. The next two sections discuss the legal landscape and provide solutions to this issue at the legislative, agency, and grassroots level.

ESTABLISHMENT AND ROLE OF THE NATIONAL SCHOOL LUNCH ACT (NSLA)

A federal lunch program was established to assist state authorized lunch programs. The NSLA provides,

It is hereby declared to be the policy of Congress, as a measure of national security, to safeguard the health and well-being of the Nation's children and to encourage the domestic consumption of nutritious agricultural commodities and other food, by assisting the States, through grants-in-aid and other means, in providing an adequate supply of foods and other facilities for the establishment, maintenance, operation, and expansion of nonprofit school lunch programs.”⁵²

7 CFR 210.1 is the federal rule that achieves the federal statute and regulates the responsibilities of the state agency,⁵³ federal agency, and school corporation.⁵⁴

Additionally, the rules regulate program administration, meal requirements for lunch and breakfast,⁵⁵ the sale of competitive food, payment of funds, use of funds, program monitoring, reporting, and thorough recordkeeping requirements.⁵⁶ The USDA is responsible for providing cash assistance and donating food to assist schools in serving nutritious meals that meet the requirements under the federal regulations, as well as, educating children on the relationship between good health and proper eating.⁵⁷ Cash assistance for meals is provided from three funds called special cash assistance, performance-based

⁵² 42 U.S.C. § 1751 (2017).

⁵³ 7 C.F.R. § 210.3(b) (2017).; 7 C.F.R. § 210.2 (2017).

⁵⁴ 7 C.F.R. § 210.1(b) (2017).

⁵⁵ 7 C.F.R. 210.10 (2017).; 7 C.F.R. § 220.10 (2017).

⁵⁶ 7 C.F.R. § 210.1(b) (2017).; 7 C.F.R. § 210.8 (2017).

⁵⁷ 7 C.F.R. § 210.1(a) (2017).; 7 C.F.R. § 210.2 (2017).

Part II: Legal Landscape

assistance, and general cash assistance.⁵⁸ To ensure the cash assistance is used appropriately, the rules require a nonprofit school lunch program and a separate school lunch fund so that all revenue is retained solely for the operation and improvement of the nonprofit lunch program.⁵⁹ In addition to cash subsidies, federal money is provided to assist schools in the administrative costs of maintaining a school lunch program including training, technical assistance, certification, staffing, and oversight activities.⁶⁰

ESTABLISHING AND MAINTAINING AN INDIANA SCHOOL LUNCH PROGRAM

Indiana statute defines a school lunch program as a “program under which lunches are served by a school in Indiana on a nonprofit basis to children in attendance, including any program under which a school receives assistance out of funds appropriated by the Congress of the United States.”⁶¹ This definition is broader than the federal definition under the NSLA;⁶² however, both the state and federal definition require the establishment of a nonprofit lunch program. In the 2016-2017 school year, there were 1,814 Indiana public schools

⁵⁸ 7 C.F.R. § 210.4 (2017).

⁵⁹ 7 C.F.R. § 210.2 (2017).

⁶⁰ 42 U.S.C. § 1753 (F); E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

⁶¹ Ind. Code Sec. 20-26-9-6 (2017).

⁶² 7 C.F.R. § 210.10 (2017).; 42 U.S.C. § 1751 (2017).; 7 C.F.R. § 210.2 (2017).

Part II: Legal Landscape

offering on-site lunch programs.⁶³ Most school lunch programs maintain two simple yet competing goals: (1) to serve a nutritious lunch to improve the health of students,⁶⁴ and (2) to maintain a financially viable school lunch program.⁶⁵ To achieve these two goals, Indiana statute authorizes each school corporation the option⁶⁶ to establish its own nonprofit lunch program for a part or all of the students attending, including establishing kitchens, equipment, and staff; to charge students for the operational cost of the program; to fix a price per meal or food item; to operate the lunch program as an extra-curricular activity; and to participate in an aid program.⁶⁷ The only mandatory meal program in Indiana is the School Breakfast Program (SBP).⁶⁸ Under Indiana law, a school corporation must implement a school breakfast program if the school is participating in a school lunch program, receiving federal assistance under the NSLA, and there are at least 15% eligible students attending an individual school⁶⁹ who qualify for free or reduced price lunches.⁷⁰

⁶³ Ind. Dept. of Education, *Program Year 2017 Participation Data* <http://www.doe.in.gov/sites/default/files/nutrition/programyear2017schoolprofile.pdf> last viewed August 8, 2017.

⁶⁴ See Ind. Code Sec. 20-26-9-12 (2017).

⁶⁵ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 4.; Ind. Code Sec. 20-41-1-2 (2017).

⁶⁶ Ind. Code Sec. 20-26-9-12(a) (2017).

⁶⁷ Ind. Code Sec. 20-26-5-4(a)(11) (2017).; Ind. Code Sec. 20-26-9-6 (2017).

⁶⁸ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

⁶⁹ Ind. Code Sec. 20-26-9-2 (2017).

⁷⁰ See Ind. Code Sec. 20-26-9-13 (2017).; Ind. Code Sec. 20-26-9-14 (2017).; Ind. Code Sec. 20-26-9-15 (2017).; 7 C.F.R. § 210.7(d) (2017).; E-mail from Julie Sutton,

Part II: Legal Landscape

The SBOA is responsible for providing guidelines for school fund accounts and auditing.⁷¹ The school corporation must establish a separate lunch fund using the school corporation's general fund,⁷² or the school lunch program is supported through an extra-curricular fund.⁷³ While individual school corporations are authorized to set the paid meal prices, if the school corporation participates in the NSLA, then lunch prices are set according to various calculations provided by the USDA.⁷⁴

When the state accepts federal assistance under the NSLA,⁷⁵ the state is required to provide at least 30% matching funds to support nonprofit school lunch programs.⁷⁶ For 2016-2017, Indiana accepted \$1,787,957.64 in cash assistance for lunches from the USDA under the NSLA.⁷⁷ If an Indiana school lunch program does not qualify for federal assistance under the NSLA, "the state may not participate in [the] school lunch program, and money appropriated by

Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

⁷¹ Ind. Code Sec 20-41-1-3 (2017).

⁷² As a distinct fund is called the school lunch fund coded 800.; Future Indiana law replaces general fund with operations fund.

⁷³ See Ind. Code Sec 20-42-1 (2017).; Ind. Code Sec. 20-41-2 (2017).; Ind. Code Sec 20-26-5 (2017).; State Board Of Accounts, *ECA-Uniform Compliance Guidelines Manual, Chapter 3:School Lunch Program*, (2010), p 3-1.

⁷⁴ 7 C.F.R. § 210.14(e) (2017).

⁷⁵ Ind. Code Sec. 20-26-9-7 (2017).

⁷⁶ 7 C.F.R. § 210.17(a) (2017).

⁷⁷ Ind. Dept. of Education, *Enrollment 2016-2017 by Free/Reduced Price Meals*, <https://compass.doe.in.gov/dashboard/overview.aspx>, viewed August 6, 2017.; Ind. Dept. of Education, *Reimbursement Rate History*, viewed August 6, 2017, <http://www.doe.in.gov/sites/default/files/nutrition/copy-rate-history-through-py-2018-nslp.pdf>.

Part II: Legal Landscape

the state for that purpose and not expended shall immediately revert to the state general fund.⁷⁸ However, “[f]ailure on the part of the state to participate in the school lunch program does not preclude a school corporation from funding such a program by means of gifts or money appropriated from state tuition support distributions received by the school corporation.”⁷⁹ In Indiana, a school may choose to operate a lunch program by its own standards even if those standards do not match the federal government requirements under the NSLA. School corporations may contract with a third party commercial vendor who takes over the responsibility for the operation of the lunch program including food, services, supplies, equipment, facilities maintenance, and maintaining thorough records for the lunch fund.⁸⁰ Currently, Indiana schools contract with one of five approved vendors to run school lunch programs.⁸¹

FEDERAL MONEY IS USED TO ASSIST INDIANA LUNCH PROGRAMS

If an individual ISC accepts aid from the federal government,⁸² there are a plethora of obligations tied to the financial assistance and donated commodities.⁸³ First, a state agency must enter into a written contract with the USDA obligating both parties to follow all the requirements under the NSLA,

⁷⁸ Ind. Code Sec. 20-26-9-12(b) (2017).

⁷⁹ Ind. Code Sec. 20-26-9-12(c) (2017).

⁸⁰ Ind. Code Sec. 20-26-9-9 (2017).

⁸¹ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

⁸² Ind. Code Sec. 20-26-9-7 (2017).

⁸³ 42 U.S.C. § 1751 (2017).; 42 U.S.C. § 1753 (2017).

Part II: Legal Landscape

a.k.a. the Healthy, Hunger-Free Kids Act.⁸⁴ The state agency must then enter into a written contract with each school corporation passing along the same obligations⁸⁵ including thorough reporting, daily recordkeeping,⁸⁶ specified meal patterns, and educational requirements under the federal rules⁸⁷.

In order for an Assistance student to qualify for free or reduced price meals, the student or student's family must meet the eligibility requirements established by the USDA.⁸⁸ Under Indiana and national income poverty guidelines, a minimum standard for those eligible for benefits is set at 130% of the poverty guideline for "free" meals or 185% of the poverty guideline for "reduced price" meals.⁸⁹ Federal protections provide that Assistance students must be given a reimbursable lunch, regardless of insufficient funds in the case of students receiving a reduced price lunch.⁹⁰ A reimbursable lunch is generally defined as a "nutritious, well-balanced, and age-appropriate [meal for students] to improve their diets and safeguard their health."⁹¹ Federal Rule 7 C.F.R. 210.10

⁸⁴ 7 C.F.R. § 210.3 (2017).

⁸⁵ 7 C.F.R. § 210.3(b) (2017).

⁸⁶ State Board Of Accounts, *School-Uniform Compliance Guidelines Manual, Chapter 4:Funds and Fund Accounting*, (2010),.

⁸⁷ 7 C.F.R. § 210 (2017).

⁸⁸ 7 C.F.R. § 245 (2017).

⁸⁹ 7 C.F.R. § 245.11(a) (1971).; 7 C.F.R. § 245.3(b) (2017). IDOE, *Income Eligibility Guidelines, Effective from July 1, 2017- June 30, 2018*, last viewed August 13, 2017, <http://www.doe.in.gov/sites/default/files/nutrition/2017-2018-income-eligibility-guidelines.pdf>.

⁹⁰ U.S. DEPT OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 4.; 7 C.F.R. § 245.8 to § 245.10 (2017).

⁹¹ 7 C.F.R. § 210.10(a) (2017).

Part II: Legal Landscape

provides a thorough definition of the components and meal patterns of a reimbursable meal.⁹² When a reimbursable meal is offered to an Assistance student,⁹³ the federal government provides special cash assistance to pay for the free meal or subsidize the reduced price meal.^{94 95 96}

Every year, the USDA sets the rate of reimbursement of a reimbursable meal. For the 2017-2018 school year, lunch reimbursement rates are as follows:⁹⁷

	REGULAR RATE	REGULAR RATE + 0.06 CENTS	MAXIMUM CHARGING PRICE
PAID	\$0.31	\$0.37	N/A
REDUCED PRICE	\$2.83	\$2.89	\$.40
FREE	\$3.23	\$3.29	\$0.00

Intermittent students may purchase a reimbursable meal, and any extra food from an a la carte vendor. Food other than the reimbursable meal is called competitive food because it competes with the standard lunch options and there are additional rules under NSLA that regulate competitive food.⁹⁸ Federal cash, called general assistance, is provided to subsidize a reimbursable lunch served to

⁹² 7 C.F.R. § 210.10(b) to (c) (2017)

⁹³ As a reminder of the definitions of Assistance, Intermittent, and Daily student see Part I of this paper.

⁹⁴ 7 C.F.R. § 210.10 (2017).

⁹⁵ 7 C.F.R. § 210.4 (2017).

⁹⁶ 7 C.F.R. § 210.4 (2017).

⁹⁷ <https://www.doe.in.gov/sites/default/files/nutrition/price-and-rates-reimbursement-1718.pdf>

⁹⁸ 7 C.F.R. § 210.11 (2017).

Part II: Legal Landscape

a student that does not qualify for federal assistance.⁹⁹ Thus, even students that pay full price for a school lunch are actually receiving a subsidized meal.¹⁰⁰

Intermittent students are the most vulnerable to lunch shaming. A student may be mislabeled as ineligible when the student's family's socioeconomic status would qualify her for a free or reduced price meal.¹⁰¹ The issue here is that the student's family is not recognized by the USDA to qualify for a free or reduced lunch because the family doesn't know about the program, a form hasn't been filled out, or the form was incorrectly evaluated.¹⁰² Schools that accept federal money are mandated by the USDA to ensure that families are on notice about federal aid programs.¹⁰³ However, there are instances where students are not eligible for a free or reduced price meal, but also cannot consistently afford to buy lunch everyday.¹⁰⁴ Families of Intermittent students must make a choice between what they can afford that week. When a Daily or Intermittent student does not have money to buy a meal, a school may offer a reimbursable meal, an alternative meal, or no lunch at all.¹⁰⁵ Special federal

⁹⁹ 7 C.F.R. § 210.4 (2017).

¹⁰⁰ 7 C.F.R. § 210.2 (2017).

¹⁰¹ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 28.

¹⁰² *Id.*

¹⁰³ 7 C.F.R. § 245.6 (2017).

¹⁰⁴ See U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 11.

¹⁰⁵ See U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 11, 39.; E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

assistance funds do not exist for Intermittent students. The USDA will only reimburse an alternative meal if it meets the nutritious requirements under 7 CFR 210.10. Alternative meals of peanut butter and cheese sandwiches are not currently reimbursable.¹⁰⁶

Reimbursable Meal

- Nutritious, well-balanced meal
- Provided to Assistance students via poverty guideline

Alternative Meal

- Must meet USDA nutrition requirements to be reimbursable
- ISC don't have to make this meal "reimbursable"
- May be a peanut butter or cheese sandwich

To provide more detail about the available cash assistance, three distinct funds are available to support nonprofit lunch programs and reimburse, or subsidize, meals from schools participating in the NSLA.¹⁰⁷ The funds include general cash assistance,¹⁰⁸ special cash assistance,¹⁰⁹ and money budgeted for the administration of the nonprofit school lunch program.¹¹⁰ The general cash assistance fund is broken down further into two categories, reimbursable meals and performance-based assistance.¹¹¹ Reimbursable meal assistance is an amount to subsidize the cost of a paid meal; historically about thirty cents per

¹⁰⁶ See 7 C.F.R. § 210.10 (2017).

¹⁰⁷ See 7 C.F.R. § 210.4 (2017).; 42 U.S.C. § 1753(f) (2017).

¹⁰⁸ See 7 C.F.R. § 210.4(b)(1) (2017).; 42 U.S.C. § 1753 (B)(3) (2017).

¹⁰⁹ See 7 C.F.R. § 210.4(b)(1) (2017).

¹¹⁰ See 42 U.S.C. § 1753(F) (2017).; E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

¹¹¹ See 7 C.F.R. § 210.4 (2017).

Part II: Legal Landscape

meal.¹¹² A school corporation qualifies for performance-based assistance when the school serves a reimbursable meal under the NSLA and participates in the school breakfast program.¹¹³ The amount disbursed from each fund is determined by their respective calculations performed by the USDA.¹¹⁴ The FNS, a subdivision of the USDA, may adjust and report the amount of cash assistance provided from each fund based on changes in the Consumer Price Index for all Urban Consumers.¹¹⁵ “FNS will also establish [and report] maximum per meal rates of reimbursement within which [Indiana] may vary reimbursement rates to school [corporations].”¹¹⁶

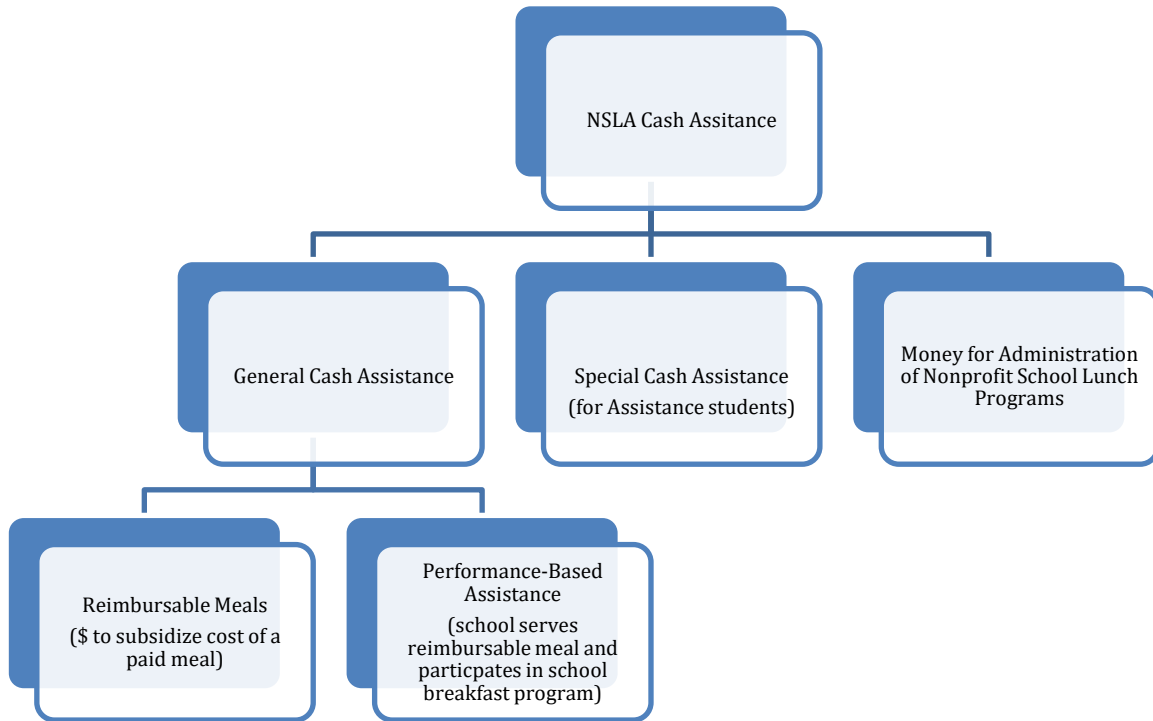
¹¹² See 7 C.F.R. § 210.2 (2017); 7 C.F.R. § 210.4(b)(1) (2017); Ind. Dept. of Education, *Reimbursement Rate History*, viewed August 6, 2017, <http://www.doe.in.gov/sites/default/files/nutrition/copy-rate-history-through-py-2018-nslp.pdf>.

¹¹³ See 7 C.F.R. § 210.4 (2017); 7 C.F.R. § 210.7(d) (2017); 7 C.F.R. § 220.2 (2017); 42 U.S.C. § 1753 (B)(3) (2017).

¹¹⁴ See 7 C.F.R. § 210.4(b)(1)(i) &(ii) (2017); 7 C.F.R. § 210.5(d)(1)&(d)(3) (2017).

¹¹⁵ See 7 C.F.R. § 210.4(b)(2)(iii) (2017).

¹¹⁶ See 7 C.F.R. § 210.4(b)(2)(iv) (2017).



INDIANA SCHOOL CORPORATIONS' RESPONSIBILITY FOR STUDENT DEBT

If the school corporation's policy is to provide a reimbursable meal (e.g., a paid lunch or an alternative meal that meets the federal requirements of the NSLA) to Intermittent or Daily students, then the school will receive subsidies from the general cash assistance fund to cover part of the cost of the meal.¹¹⁷ If the school serves Intermittent or Daily students a cheaper alternative meal that does not meet the requirements under the NSLA, then no cash assistance is

¹¹⁷ See 7 C.F.R. § 210.4 (2017).; U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017).

Part II: Legal Landscape

available to subsidize this meal.¹¹⁸ Negative lunch balances are kept on the school financial records for a reasonable time,¹¹⁹ because debt is still an asset.¹²⁰ A reasonable time according to Indiana policy may be up to a year or longer.¹²¹ According to Indiana statute, the school can employ a staff member to collect this debt.¹²² Alternatively, some schools may choose to hire an independent debt collection agency.¹²³ School lunch debt becomes bad debt when the school district determines that it is uncollectable.¹²⁴ Schools' lunch funds cannot recoup the loss from unpaid meal charges with federal funds,¹²⁵ but can move money from other funds,¹²⁶ state funding,¹²⁷ and charitable donations.¹²⁸ Additionally, a school corporation may use the income from the sale of competitive food or

¹¹⁸ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 40.

¹¹⁹ See Ind. Dep't of Education, *Collection and Forgiveness of Debt*, Bad Debt Policy Memo (2017).; E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

¹²⁰ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 14.

¹²¹ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

¹²² See Ind. Code Sec. 20-33-5-11 (2017).

¹²³ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).; Ind. Code Sec. 20-33-5-11(b) (2017).

¹²⁴ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 15.

¹²⁵ *Id.*

¹²⁶ See Ind. Code Sec. 20-40-2 (2017).

¹²⁷ See 7 C.F.R. § 210.4 (2017).

¹²⁸ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 45.; Telephone Interview with Julie Sutton, Director of School Foods, Indiana Department of Education, (August 1, 2017).

Part II: Legal Landscape

money from the sale of securities or real property to cover costs of the 800 fund program.¹²⁹ It does not appear that bad debt can be used to the advantage of the school district, and is recorded as a loss on the school corporation's financial records.¹³⁰ Policy guidelines from the SBOA require that no school fund fall below zero, and when money is moved from other funds it removes resources from the whole school corporation.¹³¹ However, debt, rather than bad debt, does stay on the books as an asset. Given the obligations of the school lunch program and school lunch fund, the school must figure out how to resolve the financial dilemma when students cannot afford to pay for a school lunch and are not eligible for federal assistance.¹³²

UNPAID MEAL CHARGE POLICY GUIDELINES

States or individual school corporations are allowed to set up their own policies concerning how to handle unpaid lunch meal charges.¹³³ The USDA mandated that as of July 1, 2017, school corporations receiving federal funds are

¹²⁹ See State Board Of Accounts, *School-Uniform Compliance Guidelines Manual, Chapter 5: Classification and Definition of Receipt Accounts Accounting for Receipts*, (2010), p 6-7.

¹³⁰ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).; U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 15.

¹³¹ See State Board Of Accounts, *School-Uniform Compliance Guidelines Manual, Chapter 1: Prescribed Forms, Taxes, General Information, Local Policies, and Deposits and Investments*, (2010), p 1-7.

¹³² See 7 C.F.R. § 245 (2017).

¹³³ See U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 11-12.

required to have a policy in place concerning unpaid meal charges and to share that policy with the students and parents.¹³⁴ “FNS encourages the adoption of [unpaid meal charge] policies that allow children to receive the nutrition they need to stay focused during the school day, minimize identification of children with insufficient funds to pay [], and maintain the financial integrity of the nonprofit school [lunch fund].”¹³⁵ Given the flexibility in generating an unpaid meal charge policy, the USDA states,

Policies may allow children to: charge all available reimbursable meals to the child’s account; charge a limited number or type of meals to the child’s account; receive an alternate meal; or neither charge a meal nor receive an alternate meal. Additionally, policies may apply consistently for all age/grade groups or vary based on student age/grade groups.¹³⁶

USDA Unpaid Meal Policy Permissions:

- Charge all reimbursable meals to account
- Charge a limited number or type of meal to account
- Receive an alternate meal
- Neither charge a meal nor receive an alternate meal
- May apply consistently for all age/grade groups
- May vary on age/grade groups.

¹³⁴ *Id.*

¹³⁵ *Id.*

¹³⁶ See U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 12.

Part II: Legal Landscape

School corporations are not required to provide alternate meals to children with unpaid meal charges, but if school corporations choose to provide alternate meals, they should be offered to all students similarly situated.¹³⁷ School corporations providing alternate meals are encouraged to explain which alternate meals are offered, how many alternative meals are available per fiscal year, if students must pay for alternate meals, whether the cost of the alternate meal is added to the child's negative lunch balance, and how delinquent debt will be collected.¹³⁸ The USDA emphasizes when school corporations collect delinquent lunch debt that "[school corporations] should not have a negative impact on the [students] involved, and should instead focus primarily on adults in the household responsible for providing funds for meal purchases," and "to consider whether the benefits of potential collections outweigh the costs which would be incurred to achieve those collections."¹³⁹

With the exceptions stated in the policy examples in the 2017 USDA policy paper discussed above, there are no federal or state protections to prevent overt identification and stigmatization of Daily or Intermittent students (i.e., students that do not currently qualify for free or reduced price meals). The federal rules directly discuss preventing or minimizing overt identification of students that qualify for free or reduced price meals, but do not address protections against lunch shaming of Intermittent or Daily students. "[School corporations]

¹³⁷ *Id.*

¹³⁸ *Id.*

¹³⁹ *Id.*

Part II: Legal Landscape

participating in the NSLA or SBP shall have a policy with a [] method [] used to collect payments from those children paying the full price of the meal [] or a reduced price of a meal, which will prevent the overt identification of the children receiving a free meal [] or a reduced price meal.”¹⁴⁰ Additionally, federal rule provides that for children eligible for free or reduced price meals, “[t]here shall be no overt identification of any of the children by the use of special tokens or tickets or by any other means,” and “[t]he children shall not be required to work for their meals [].”¹⁴¹

According to federal rules, Assistance students are protected from lunch shaming.¹⁴² Within 7 CFR 245.1(b), which is the section defining notice to eligible students for free or reduced price meals and milk, the rule explicitly states that school corporations provide assurances that there is no “physical segregation or overt identification of children unable to pay the full price for meal.”¹⁴³ Broadly read, this section could encompass Intermittent and Daily students, but there is an argument to be made that it only applies to Assistance students given its location and section title. In fact, the federal government does not directly address overt identification of Daily or Intermittent students.¹⁴⁴ The Indiana Code under Title 20 Education does not appear to address overt

¹⁴⁰ 7 C.F.R. § 245.10 (2017).

¹⁴¹ 7 C.F.R. § 245.8(b) (2017).

¹⁴² See 7 C.F.R. § 245 (2017).; U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 39.

¹⁴³ See 7 C.F.R. § 245.1(b) (2017).

¹⁴⁴ See 7 C.F.R. § 245 et. seq. (2017).

Part II: Legal Landscape

identification of students at all.¹⁴⁵ However, there may be local policies to address overt identification and stigmatization of all students at each Indiana school corporation¹⁴⁶. Given the mandate by the USDA to have a policy on unpaid lunch charges by July 1, 2017, overt identification and stigmatization of all students should be a part of this discussion.¹⁴⁷

To assist schools with the development of a meal charge policy, the IDOE created sample "bad debt" and "meal charge policy" templates for use by ISCs. Theoretically, with such easy access to and creation of the language already complete by the IDOE, all ISCs should have policies in place at this time. However, this is not the case; additionally, the variety of charge policies with respect to content and design is broad. Only one school corporation policy I reviewed followed the template closely. See pages 1-3 of Appendix Q for the sample templates. Many ISCs have chosen to tackle communication of unpaid meal charge policies differently at the local level.¹⁴⁸ First, it was difficult to find many of the meal charge policies. If it took longer than ten minutes to find the

¹⁴⁵ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

¹⁴⁶ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author). IDOE will be checking Indiana School Corporations' unpaid meal charge policies this coming school year.

¹⁴⁷ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 6., E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

¹⁴⁸ Fayetteville School Corporation has chosen to feed all students including breakfast and dinner. (see <https://www.cbsnews.com/news/feeding-the-need-expanding-school-lunch-programs/>)

Part II: Legal Landscape

policy on the school's website, then a "No" was the response to whether a school had a policy; however, every school who provided unpaid meal charge data in response to our inquiry also had a meal charge policy posted online. Not all ISC policies are equal nor are they consistent in language, clarity or content discussed. As a parent, one may be hard pressed to locate necessary documents swiftly based upon our foray into ISC websites. Close examination of each of the 61 policies as may be seen in Appendix A.

ALTERNATIVE FINANCIAL ASSISTANCE FROM THE USDA

The federal government created additional financial programs to help assist schools feed children. There is the Community Eligibility Provision (CEP) program.¹⁴⁹ This provision was enacted nation-wide in the Healthy, Hunger-Free Kids Act of 2010.¹⁵⁰ CEP provides three programs to help pay for all lunch and breakfast meals at high-need schools.¹⁵¹ Basically, CEP removes the requirement to check the income eligibility of each individual student within a school district and families do not fill out individual forms.¹⁵² Using other means to check the socioeconomic status of students' households, a school district with 40% or more of its students who qualify for food stamps, qualifies for

¹⁴⁹ See 7 C.F.R. § 245.6 to 245.13 (2017).; 42 U.S.C. § 1759a (2017).

¹⁵⁰ See 42 USC § 1759a(a)(1)(F) (2017).

¹⁵¹ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 68.

¹⁵² *Id.*

Part II: Legal Landscape

one of the three programs within CEP.¹⁵³ ¹⁵⁴ The federal program will provide funds at the reimbursable meal rate discussed above,¹⁵⁵ for the number of students that qualify divided by the total number of students, multiplied by 100, and then multiplied again by 1.6.¹⁵⁶ The more eligible students in a school district the more funds provided to that school district as a whole to pay for lunch and breakfast programs.¹⁵⁷ If at least 63% of the student population qualifies for food stamps, then 100% of the school corporation's meals will be covered. Program 1 requires 80% of students be eligible and lasts for two years before requiring reauthorization.¹⁵⁸ Program 2 requires at least 40% eligibility and lasts for four years before requiring reauthorization.¹⁵⁹ Program 3 requires 40% eligibility for four years, but allows for some adjustments to the assistance to reflect changes in enrollment, operating days, and inflation.¹⁶⁰ Here in Indiana, Indianapolis Public School Corporation (IPS) uses CEP to provide free meals to all of its students.¹⁶¹ Utilizing the financial aid provided by the USDA's CEP allows other school districts with large numbers of low-income families,

¹⁵³ *Id.*

¹⁵⁴ Telephone Interview with Julie Sutton, Director of School Foods, Indiana Department of Education, (August 1, 2017).

¹⁵⁵ See 7 C.F.R. § 210.5 (2017).

¹⁵⁶ U.S. DEPT OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 68.

¹⁵⁷ *Id.*

¹⁵⁸ *Id.*

¹⁵⁹ *Id* at 69.

¹⁶⁰ *Id.*

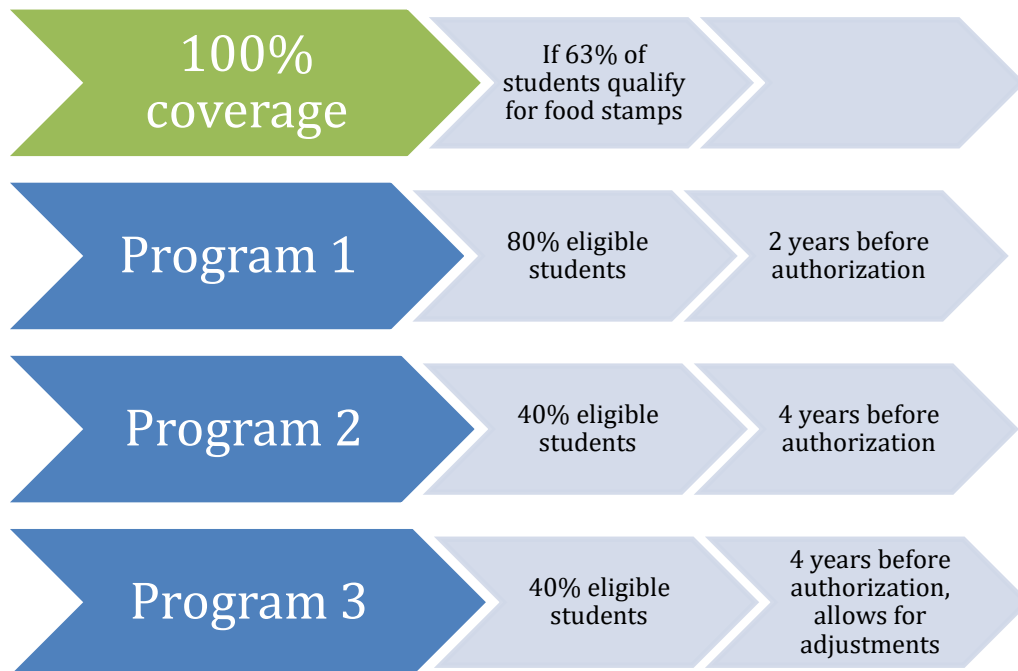
¹⁶¹ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).; See Appendix B.

Part II: Legal Landscape

including Boston, Chicago, and Baltimore, to provide free breakfast and lunch to all students regardless of financial means.¹⁶²

¹⁶² Melinda D. Anderson, *What Do Unpaid Lunch Tabs Mean for Schools*, The Atlantic, February 9th, 2016, <https://www.theatlantic.com/education/archive/2016/02/unpaid-school-lunch-bills/460509/>.

USDA CEP Program Options:



FEDERAL GOVERNMENT’S SOLUTION TO LUNCH SHAMING

In addition to CEP, the USDA has provided a few other options for reducing lunch shaming including multiple discreet reminders to parents to avoid empty lunch accounts.¹⁶³ The USDA also recommends moving the point of service (e.g., cash register)¹⁶⁴ to the front of the line so students know before selecting a meal if they have money in their personal lunch account to take a reimbursable meal and skip the embarrassment of having the meal taken

¹⁶³ U.S. DEP’T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 37.

¹⁶⁴ See 7 C.F.R. § 210.7(c)(2) (2017).

away.¹⁶⁵

The most direct action the USDA can take to reduce lunch shaming is to identify more students to go on the free or reduced price lunch program¹⁶⁶. The USDA is searching to find innovative ways to get notice to families through the school and other public means.¹⁶⁷ Additionally, the USDA is adding flexibility to back dating debt for those that were eligible prior to processing paperwork, resulting in the USDA distributing more money to schools to help pay for these students out of the special assistance fund.¹⁶⁸

In recent years there has been a mass movement to help pay off this debt sparked by a single tweet from Ashley C. Ford, an author based out of New York City.¹⁶⁹ In Seattle, Washington, parents started a Go-Fund-Me Campaign that raised more than \$80,000 to pay off the nearly \$21,000 in debt accrued in Seattle's ninety-nine public schools.¹⁷⁰ USDA suggests charitable giving programs such as having families that can afford to pay donate the surplus to a general lunch

¹⁶⁵ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 38.

¹⁶⁶ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 22.

¹⁶⁷ *Id.*

¹⁶⁸ *Id.*; See 7 C.F.R. § 210.4 (2017).

¹⁶⁹ (12/16/2016 at 11:31 AM, "A cool thing you can do today is try to find out which of your local schools have kids with overdue lunch accounts and pay them off.")

¹⁷⁰ Paige Cornwell, *Seattle parent's campaign to wipe out student-lunch debt is \$80,000 and growing*, Seattle Times, June 6, 2017, <http://www.seattletimes.com/education-lab/seattle-parents-campaign-to-wipe-out-student-lunch-debt-is-80000-and-growing/>.

Part II: Legal Landscape

fund to help pay off debt, as well as, collecting money from the community.¹⁷¹

Schools should consider fundraisers to earn money to pay off unpaid meal charges.¹⁷²

Proposed amendments to the NSLA were introduced in the House on May 4, 2017, titled “Permanent Flexibility for School Meals Act,” 115 H.R. 2382.¹⁷³ There are important provisions in this bill that appear to relax the mandatory requirements to mere guidelines.¹⁷⁴ The goal appears to be to reduce the burden on the schools to meet the federal nutrition requirements and qualify more meals for financial assistance.¹⁷⁵ If passed this law could allow for more meals to qualify for federal assistance than currently allowed. The amendments do not address overt identification of any child.¹⁷⁶ It is yet to be determined what detriment relaxing the nutrition standards, if any, will have on students. As of May 1, 2018, there are no new actions indicating that 115 H.R. 2382 has moved beyond an introduction to the Education and Workforce Committee in the House of Representatives.

On May 5, 2017, Congress enacted the Consolidated Appropriations Act, 2017 (P.L. 115-31; the Appropriations Act). Section 747 of the Appropriations Act provides flexibilities related to whole grains, sodium, and flavored milk for 2017-

¹⁷¹ U.S. DEPT OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 45.

¹⁷² *Id.*

¹⁷³ Permanent Flexibility for School Meals Act, H.R. 2382, 115th Cong.

¹⁷⁴ *Id.*

¹⁷⁵ *Id.*

¹⁷⁶ *Id.*

Part II: Legal Landscape

2018 school year. In response, the USDA released a guidance statement that exempts the whole-grain requirement, allows flavored milk, and maintains the current sodium targets.¹⁷⁷

On May 8, 2017, U.S. Congressman Michelle Grisham introduced H.R. 2401 to prohibit lunch shaming by schools participating in the National School Lunch Act.¹⁷⁸ The federal bill prohibits marking children, throwing away food, and requiring chores.¹⁷⁹ It does not prevent alternative meals. The bill was referred to the House Committee on Education and the Workforce on May 8, 2017, and no further actions have occurred to move it forward. Senator Tom Udall introduced Senate bill S. 1064 of the same title on May 8, 2017, and the bill was referred to the Senate Committee on Agriculture, Nutrition, and Forestry.

LUNCH SHAMING UNDER INDIANA LAW

Indiana state law allows schools flexibility when determining how to handle unpaid meal charges.¹⁸⁰ Because school districts are not required to have a meal program, schools may choose not to feed an Intermittent or Daily student,

¹⁷⁷ USDA, Memo: SP 32-2017, "School Meal Flexibilities for School Year 2017-2018", May 22, 2017.

¹⁷⁸ "Anti-Lunch Shaming Act of 2017", H.R. 2401.

¹⁷⁹ *Id.*

¹⁸⁰ E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author). See Ind. Code Sec. 20-26-5-4 (2017).

Part II: Legal Landscape

or even insist the student toss her meal in the trash.¹⁸¹ Additionally, the USDA stated that “[school corporations] may prohibit a child certified for free or reduced price meals with a negative lunch account from charging à la carte or “extra” items.¹⁸² In Indiana, no Assistance student,¹⁸³ Daily student,¹⁸⁴ or Intermittent student¹⁸⁵ can be forced to do chores to pay back a meal charge.¹⁸⁶ With the help of the IDOE, every school corporation with a student population covered 100% by a CEP provision is enrolled in those programs.¹⁸⁷

No school is required under federal or Indiana law to supply an alternative meal.¹⁸⁸ Schools try alternative meals as a well-meaning compromise to allow all children to eat without incurring substantially more debt in the lunch fund. Alternative meals usually comprise an entrée with a long shelf-life such as a cheese or a peanut butter sandwich, simple or no sides, and milk.¹⁸⁹ Currently,

¹⁸¹ See 7 C.F.R. § 210.2 (2017).; U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 39.; Ind. Code Sec. 20-26-9 (2017).

¹⁸² U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 12.

¹⁸³ *Id.*; See 7 C.F.R. § 210.2 (2017).

¹⁸⁴ Telephone Interview with Julie Sutton, Director of School Foods, Indiana Department of Education, (August 1, 2017). (SBOA ruling provided no student can perform labor without getting paid, outside of class or athletic activity).

¹⁸⁵ *Id.*

¹⁸⁶ SBOA, “The SCHOOL ADMINSTRATOR and Uniform Compliance Guidelines”, September 2008, Volume 183, page 5.

¹⁸⁷ *Id.*

¹⁸⁸ U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 41.; E-mail from Julie Sutton, Director of School Foods, Indiana Department of Education, (July 12, 2017) (on file with author).

¹⁸⁹ *Id at 41.*

Part II: Legal Landscape

these meals are not reimbursable under NSLA unless they meet the federal nutrition requirements under 7 C.F.R. § 210.10.¹⁹⁰ Alternative meals have the tendency to lead to overt identification and stigmatization, because students notice what others are eating.¹⁹¹ When a school makes the decision to provide an alternative meal it is a complex calculation of the various costs to provide the alternative meal balanced with the desire to not see any student go hungry. It varies between Indiana school corporations whether the school charges for an alternative meal or not.

¹⁹⁰ See 7 C.F.R. § 210 10 (2017).; U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 41.; But see Permanent Flexibility for School Meals Act, H.R. 2382, 115th Cong. (Some alternate meals may become reimbursable under proposed Bill).

¹⁹¹ Melissa Walker, *High School Calls Out Kids with Lunch Debt, Serves Them Cheese Sandwiches*, Yahoo News, published January 7, 2016, <https://www.yahoo.com/news/high-school-calls-out-kids-with-lunch-balances-203559666.html>.; U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 41.; Interview with a thirteen-year-old girl who described described her Indiana classmate's alternative meal as "gross bread, with a gross piece of turkey, and a gross piece of cheese," July 21, 2017.

SOLUTIONS FROM OTHER JURISDICTIONS

Lunch shaming is a two-prong problem requiring prohibiting stigmatizing tactics and providing adequate funding to the school. To date, it doesn't appear any state has passed has a law or even considered a solution to address both sides of the issue. Recently, New Mexico enacted an anti-lunch shaming bill known as "Hunger-Free Student's Bill of Rights Act."¹⁹² The bill requires that all students receive a reimbursable meal; prohibits the school from throwing away or taking a meal away from a student regardless of lunch account status; that schools provide forms for all families to fill out and understand to enroll eligible students in the free or reduced price meal program; and that the school cannot identify, discriminate, segregate, or force a student to work to pay back a meal debt.¹⁹³ Importantly, the New Mexico law requires that the debtor not pay any fees to a debt collection company hired by a school corporation.¹⁹⁴ While the bill prohibits lunch shaming, it doesn't provide additional funding to cover the costs of feeding a reimbursable meal to students beyond the federal subsidy.¹⁹⁵

California's senate recently passed the Child Hunger Prevention and Fair Treatment Act of 2017 to prevent lunch shaming of students for empty or

¹⁹² 2017 N.M. Laws SB 374.

¹⁹³ *Id.*

¹⁹⁴ *Id.*

¹⁹⁵ See 7 C.F.R. § 210.4 (2017).; 2017 N.M. Laws SB 374.

Part III: Proposed Solutions

negative lunch accounts.¹⁹⁶ The Act prohibits alternative meals, chores, and other forms of shaming, and it requires the school to make efforts to certify the student under the federal eligibility programs.¹⁹⁷ During the 2017 Texas State session, legislators failed to pass a proposed anti-lunch shaming bill.¹⁹⁸

At the end of March 2018, Washington State passed an anti-lunch shaming bill.¹⁹⁹ Section 1 requires the school to provide a federal eligibility form to the student and provide language assistance.²⁰⁰ It goes further, by requiring the school to fill out the form for the student if the student has not provided the form for the school.²⁰¹ This is interesting, because some of the information required on the form may not be accessible to the school. Section 2 provides additional protections for homeless students.²⁰² Section 3 requires the school to take efforts to reach out if there are five or more unpaid meals, the principal and school is required to provide broad, appropriate assistance to the family.²⁰³ Section 4 is an

¹⁹⁶ Bob Hertzberg, *California Bill Takes Aim At School Lunch 'Shaming'*, CBS SFBay Area, published April 10, 2017,

<http://sanfrancisco.cbslocal.com/2017/04/10/california-bill-takes-aim-at-school-lunch-shaming/>).

¹⁹⁷ Senate Bill No. 250; Approved by California Governor on October 12, 2017.

¹⁹⁸ Rudy Koski, "Anti-school lunch shaming bill", Fox 7 Austin, Published May 23, 2017. <http://www.fox7austin.com/news/local-news/anti-school-lunch-shaming-bill> accessed May 2, 2018.

¹⁹⁹ Jessica Fu, "Washington State puts an end to lunch shaming in schools," The New Food Economy. Published April 3, 2018.

<https://newfoodeconomy.org/washington-state-lunch-shaming-ban/>

²⁰⁰ Engrossed Substitute House Bill 2610, Passed in the 2018 Regular Session, A hunger-free student's bill of rights. Washington State.

²⁰¹ *Id.*

²⁰² *Id.*

²⁰³ *Id.*

Part III: Proposed Solutions

extensive prohibition on lunch shaming practices including providing alternative meals.²⁰⁴ Section 6 gives authority to the Superintendent to audit and enforce the new requirements.²⁰⁵

RECENT EFFORTS BY INDIANA GENERAL ASSEMBLY MEMBERS

On January 4, 2018, Indiana Senator Mark Stoops proposed Senate Bill 314 titled “Student meals and lunch shaming.” The bill was introduced into the Senate Education and Career Development Committee, but was never offered up for a vote or debate. The Bill, and Senator Stoops has admitted as much, is largely inspired by the New Mexico Bill. Senator Stoops’s efforts are sincerely appreciated and a great starting place for an Indiana Solution. Further, Indiana Representative Sally Siegrist introduced House Concurrent Resolution 3 to the House Education Committee on January 11, 2018. The Resolution requested a committee take up the issue of lunch shaming. As of May 1, 2018, the Indiana House Education Committee has not voted on this resolution.

PROPOSED NEW SOLUTIONS

In addition to what other agencies and jurisdictions have proposed, Indiana can do more. Similar to New Mexico’s bill, providing all students with a reimbursable meal rather than an alternative meal would reduce overt

²⁰⁴ *Id.*

²⁰⁵ *Id.*

Part III: Proposed Solutions

identification and stigmatization, as well as provide federal subsidies for every meal served.²⁰⁶ Currently, no child can be forced to do chores in exchange for a lunch or to pay off school lunch debt,²⁰⁷ but we can do more to prohibit lunch shaming. By statute, Indiana could expand the protections provided to Assistance students by the federal government and expand them to Daily and Intermittent students. Using New Mexico's anti-lunch shaming bill as inspiration, Indiana could expand protections to students for parent debt.²⁰⁸ Specifically, Indiana could amend IC 20-33-5-11, which currently protects students from punishment when their parents owe money for required fees, to include a provision to prohibit overt identification, stigmatization, segregation, marking, serving alternative meals, or taking food away from any student that has insufficient funds in a personal lunch account. In this endeavor, Indiana will protect a group of students that are arbitrarily more vulnerable to shaming by school officials because the federal government has not provided any protections for these students.

An example of sound Indiana State anti-lunch shaming legislation is provided below, using Senator Stoops's original bill as a starting point.

Our Proposed State Legislation Solution:

ARTICLE 52. SCHOOL MEALS FOR STUDENTS

Chapter 1. Definitions

²⁰⁶ See 7 C.F.R. § 210.4 (2017).; 2017 N.M. Laws SB 374.

²⁰⁷ SBOA guidance document.

²⁰⁸ See Ind. Code Sec. 20-33-5-11 (2017).

Part III: Proposed Solutions

Sec. 1. The definitions in this chapter apply throughout this article.

Sec. 2. "Meal application" means an application for free or reduced price meals under the national school lunch program or the national school breakfast program.

Sec. 3. "School" means a public school, charter school, or nonpublic school that participates in the:

(1) national school lunch program;

(2) national school breakfast program; or

(3) both the national school lunch program and the national school breakfast program.

Chapter 2. Requirements to Provide Meals and Ensure That Eligible Students Are Enrolled in the National School Lunch Program or the National School Breakfast Program

Sec. 1. A school shall, regardless of whether a student has money to pay for a meal or owes money for previous meals provided by the school, provide a meal that meets the reimbursable meal requirements established by the United States Department of Agriculture to the student if:

(1) the student requests a meal from the school; and

(2) the student's parent or guardian has not submitted a written request that the school not serve the student a meal.

Sec. 2. A school may not, after a meal has been served to a student, require the student to dispose of the meal because of:

(1) the student's inability to pay for the meal; or

Part III: Proposed Solutions

(2) meal debt for previous meals provided by the school to the student.

Sec. 3. If a student owes money to the school for more than four (4) meals, the following requirements apply:

(1) The school shall check the state list of students categorically eligible for free meals to determine if the student is categorically eligible.

(2) The school shall, if the student is not emancipated, make at least two (2) attempts to contact the student's parent or guardian and have the parent or guardian complete a meal application.

(3) The principal, the assistant principal, or a school counselor of the school shall:

(A) if the student is not emancipated, contact the student's parent or guardian to offer assistance with a meal application;

(B) attempt to determine whether there are other issues within the household that have caused the student to have insufficient funds to purchase a school meal; and

(C) offer any other assistance that is appropriate.

Chapter 3. Anti-Stigmatization and Anti-Discrimination Practices

Sec. 1. (a) A school may not do the following:

(1) Publicly identify or stigmatize a student of the school who:

(A) is unable to pay for a meal; or

(B) owes meal debt.

(2) Require a student of the school who:

(A) is unable to pay for a meal; or

Part III: Proposed Solutions

(B) owes meal debt;

to perform chores or other work for the purposes of paying for the meal or meal debt.

(b) This section may not be construed to restrict or limit a school from requiring a student to perform a chore or other work that is not related to:

(1) the student's inability to pay for a meal; or

(2) meal debt owed by the student to the school.

Sec. 2. A school shall direct communications about a student's meal debt to the student's parent or guardian and not to the student. However, if a student is emancipated, the school may direct communication about the student's meal debt to the student.

Sec. 3. This chapter does not prohibit a school from sending a letter home with a student that is addressed to the student's parent or guardian.

Chapter 4. Cause of Action

Sec. 1. A parent, guardian, student, state employee, or anyone else having an obligation may report a violation of this Article to the state board of education wherein the board shall:

(A) document the report against the school; and

(B) hold a hearing²⁰⁹ as necessary to establish the facts of the report.

Sec. 2. Where a school is found to be in violation of this Article the state board may take one or more of the following actions:

²⁰⁹ Ind. Code Section 20-19-2-5 SBOE can hold administrative hearings.

Part III: Proposed Solutions

- (A) audit the practices and policies of the school's lunch program and suggest changes to be implemented immediately;*
- (B) cancel the contract between the school and the vendor, or if appropriate, cancel the vendor's license to operate school lunch programs in Indiana;*
- (C) withhold funds from the school's operations fund account; or*
- (D) remove staff or administrators as appropriate.*

Sec. 3. The state attorney general may bring an action against a school or school corporation for violating this Article for repeated violations or a single offensive incident.

Chapter 5. Data Collection

Sec. 1. The state board of education shall require the department of education to collect information concerning unpaid meal charges twice per school year.

Chapter 6. Financial Support for School Lunch Funds

Sec. 1. The department of education shall set up an account to collect money statewide for use to reimburse unpaid meal charges accruing in each school. Payments to schools from this account shall not occur until the school makes attempts to collect the debt from a parent, guardian, or emancipated student using notices and small claims court.

Sec. 2. The department of education on or about June 1st of each year or at another appropriate time as determined by the department will disperse the funds.

Sec. 3. Schools that are in compliance with this Article shall be eligible to receive funds from this account. This section is subject to availability of funds in the account.

Part III: Proposed Solutions

Sec. 4. Oversight of the account is the responsibility of the state board of education.

Sec. 5. The establishment of the non-profit organization and its bylaws shall be approved by the state board of education.

Chapter 7. Reporting Non-Compliance

Sec. 1. A parent, guardian, student, teacher, administrator, or cafeteria vendor may report violations of this Article using a reporting method provided by the department of education. The reporting method shall be accessible in person, online, by mail, or over the phone. The IDOE shall respond to these reports of non-compliance with an initial notice of acknowledgement within one week or as soon as possible. The IDOE will investigate or oversee an investigation into the claim of non-compliance within eight weeks.

If this proposed legislation passed in Indiana, the immediate effects would include a unified foundational policy for unpaid meal charges. Additionally, the law provides a mechanism for reporting non-compliance, prohibits shaming tactics, and provides an incentive for complying with the law. The law does not prevent the schools from using their current tools to seek repayment from parents or guardians. Further, while the proposed legislation appears to increase the costs of school lunch programs by eliminating alternative meals and the option to not feed a child, there is a built-in incentive for school corporations that comply. If a school corporation complies and there is unpaid meal charges at the end of the year, a non-profit organization in partnership with the IDOE will

Part III: Proposed Solutions

provide funds to pay off unpaid meal charges. There are several ways to create this non-profit organization. One approach is to model the non-profit organization after the Indiana Economic Development Corporation. The quasi-government entity would have the ability to collect money from several organizations, collate it in one account controlled by the state board of education, and dispersed by the IDOE.

Currently, there are 1,139,822 students enrolled in school in Indiana for the 2018-2019 school year. If we average that every lunch will cost \$4.00 (which is an over estimate on what is charged), a non-profit company needs to raise about \$821 million each year (at \$4.5 million a day) to cover the cost of providing lunch to every single child. While this number does not take into consideration those school corporations on CEP, the amount of money required would still be very high. Even though our data only represents 30% of ISCs, the amount of unpaid meal charges was much less than this figure. Out of the 197 school corporations contacted, 61 responded. Of those allowing unpaid meal charges, they ranged from \$0 to \$350,905.44 with the total equaling \$648,478.58 and the 2017 bad debt totaled to \$157,783.01.²¹⁰ A non-profit organization could form attracting philanthropic extensions of large companies and even small community organizations or single donors. The IDOE will be responsible for dispersing the money to each school based on its unpaid meal charge total at the end of the

²¹⁰ See Appendix 'X' (Master Annotated List 2)

Part III: Proposed Solutions

school year. This means that the IDOE needs to collect this information.²¹¹ The State Board of Education (SBOE) must authorize the IDOE to collect this information. According to Ind. Code Section 20-19-3.5-6(a), the SBOE has to approve the IDOE collecting data on unpaid meal charges before a school corporation is required to share the information with the department.

Further, school systems in America have reported to be more lenient with younger students because there is a misconception that somehow older students should better understand the consequences of an unpaid meal debt.²¹² The USDA unpaid lunch charges policy examples provides that treating students differently based on age is acceptable.²¹³ However, this approach overlooks the obvious issue that, unless the student is emancipated, access to the family money is generally controlled by the parent regardless if the student is six or eighteen years old. Just because a student understands consequences does not put her in a position to remedy a problem she has not caused nor has a means to fix. In fact, the federal rules governing the NSLA defines a child as, “a student of high school grade or under as determined by the State educational agency, who is enrolled in an educational unit of high school grade or under.” Those institutions that believe they are justified in shaming a high school student to

²¹¹ Per Ind. Code Section 20-19-3.5-2 authorizes IDOE to collect qualified information, and Ind. Code Section 20-19-3.5-7 provides that data collection burden must be minimal.

²¹² See U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 41.

²¹³ *Id.* at 11-12.

Part III: Proposed Solutions

collect a parent-owed debt are ignoring the fact that the term “child” includes children from six to potentially twenty-one years of age.²¹⁴

In addition to prohibiting stigmatization of any child without money or negative balance to buy a lunch, the proposed legislation in this paper protect the school lunch programs themselves. Increasing the amount of funding for lunch programs has been a secondary consideration in prohibiting lunch shaming tactics by school corporations. Attention to charitable giving to school lunch accounts has increased over the past year.²¹⁵ Indiana school corporations are authorized to accept gifts to support lunch programs, and could include fundraising events to help pay off unpaid meal charges.²¹⁶ To increase available funding, Indiana could allow schools to obtain more of their funding from property taxes effectively providing more state funding to each school.²¹⁷ Additionally, Indiana could contribute more than it currently does in matching

²¹⁴ *Id.*; 7 C.F.R. § 210.2 (2017).; 7 C.F.R. § 245.3 (2017).

²¹⁵ Paige Cornwell, *Seattle parent's campaign to wipe out student-lunch debt is \$80,000 and growing*, Seattle Times, June 6, 2017, <http://www.seattletimes.com/education-lab/seattle-parents-campaign-to-wipe-out-student-lunch-debt-is-80000-and-growing/>.; AJC.com, *Boy has school breakfast thrown out over 30 cent debt*, updated November 7, 2013, <http://www.ajc.com/news/boy-has-school-breakfast-thrown-out-over-cent-debt/TbMhCYA15tSQWMA4ZnKzmN/>.

²¹⁶ See U.S. DEP'T OF AGRIC., FOOD & NUTRITION SERV., SP46-2016, *UNPAID MEAL CHARGES: LOCAL MEAL CHARGE POLICIES* (2017), p 45.; Ind. Code Sec. 20-26-9-8(b) (2017).

²¹⁷ Department of Local Government Finance, *Citizen's Guide to Property Tax*, (viewed August 13, 2017), <https://www.in.gov/dlgf/2516.htm>.

Part III: Proposed Solutions

the NSLA funding.²¹⁸ Other solutions exist besides a legislative solution including an Agency rule and Grassroots efforts by parents and students.

{Include what the impact would be if the model was enacted}

AGENCY SOLUTIONS

The IDOE could pass a rule that prohibits lunch shaming. Per Ind. Code Section 20-19-3-4, the department is tasked with performing the duties required by statute and implement the policies and procedures established by the state board. Further, the department may “accept in the name of the department, for use in carrying out the functions of the department, money received by gift, grant, bequest, or otherwise.”²¹⁹ It is possible that the SBOE and IDOE together require school corporations to share information about unpaid meal charges and bad debt twice a year. Further, the IDOE and SBOE could establish a partnership with a non-profit organization²²⁰ to accept funds for reimbursing schools for debt that is otherwise uncollectable outside the formal processes of notice and small claims court.

Alternatively, a federal waiver, like that used to create HiP 2.0, could be used to request a waiver from the USDA to allow the CEP provisions to cover 100% of the costs where 50% of the students in the school district participate in

²¹⁸ Currently, Indiana is required to match at least 20% of the funds provided by NSLA.

²¹⁹ Ind. Code Sec. 20-19-3-5(4).

²²⁰ Need to find New York Non-profit story.

Part III: Proposed Solutions

SNAP.²²¹ This would cover more school districts by allowing the state to redirect and focus dedicated money to a smaller number of schools thereby covering more lunch fund costs.

A GRASSROOTS SOLUTION

Every parent, teacher, student, administrator, and lunch vendor should understand the unpaid meal charge policies of their children's schools. Every parent should demand access to it if it is not readily accessible. Finally, a coalition of parents should voice any concerns about the treatment of children under the unpaid meal charge policy implemented by their school. Parents have the power to change it. By attending PTA meetings and debating the issues, parents can change the policies at their individual schools. Alternatively, parents can share concerns with the school board and request amendments to a school corporation's policy if they find it unacceptable. Parents can write to newspapers, protest, use social media, talk to local officials about the concerns of using children as a bargaining chip against parents. Grassroots activity is critical and instrumental in effecting local change, and parents can take ownership of the policies they are willing to accept that affect their children.²²²

²²¹ FSSA HIP, *HiP2.0 Waiver Application*, (viewed August 13, 2017), <https://www.in.gov/fssa/hip/2447.htm> .

²²² For an example, read <https://www.wthr.com/article/parents-students-speak-out-against-lunch-shaming-in-monroe-county-schools>. Accessed May 2, 2018.

Part III: Proposed Solutions

In Indiana, lunch shaming is a product of the state statutes that authorize school lunch programs and the federal rules to assist those programs. The problem is vastly complex overlapping education, economics, and civil rights. Students are required to attend school by law, and the social obstacles are challenging enough to navigate, regardless of a student's socioeconomic status. Because the state and the federal government have created this three-group division within the student population, they have an obligation to provide the same protections to all students so that the most vulnerable are not shamed on behalf of the whole school corporation. Indiana has an opportunity to change the policy and protect every student from lunch shaming by passing legislation to prohibit all forms of lunch shaming, and provide additional streams of funding to school lunch programs to remove any incentive to shame students.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

South Madison Community School Corporation

Nutrition Services

Meal Payment Directive

I. Forms of Payment:

There are three payment options available to use:

- Pre-paid money in Nutrition Services account
- Cash
- Check

All cafeterias within SMCSC utilize a pre-pay computerized meal payment system. All students have a district account with the Nutrition Services Department and all district employees also have an account. Money can be deposited into this account for the purchase of breakfast, lunch, milk, and ala carte foods. Cash/check collection during a lunch or breakfast period slow the serving line and therefore reduce the total time students have to eat. Therefore, all cash/check payments must be made prior to breakfast or lunch. At the elementary level, payments are collected each morning in the classroom. At PHMS and PHHS, prepayments should be deposited into the prepayment kiosk located in the main hallway outside of the cafeteria at each building.

There are three (3) options available for pre-payment:

- Major credit/debit card online at www.EZSchoolPay.com (available FREE to parents)
- Cash: Please place in sealed envelope with child's name, classroom, and grade clearly written
- Check: Please place in sealed envelope with child's name, classroom, and grade clearly written
 - Make checks payable to "(School Name) Cafeteria".
 - Check must have student's full name and school name.
 - If paying for more than one child on a single check, the check must specify how much money is to be deposited into each child's account
 - **NSF (non-sufficient fund) checks:** If a check is returned due to non-sufficient funds, SMCSC Nutrition Services will assess a \$20 fee per check. After two NSF checks are received per family per school year, checks will no longer be accepted from that family.

II. Account Balances

All account balances are stored securely within a database at SMCSC. EZSchoolPay is simply a web portal to view the balances stored at SMCSC and make payments to student accounts. Actual money is not stored on this website. This is why all refunds and transfers must be processed at SMCSC, not at EZSchoolPay.

Accessing Balance Information:

Account balance information is accessible to parents in the following ways:

- 1) Utilize EZSchoolPay.com online payment system and/or smartphone app to monitor balance.
 - a. System can be used to monitor balance and purchase history regardless of using it to pay or not
 - b. Any student or parent can download the EZSchoolPay app and use it to monitor balance. Multiple users can use the app or website to access student's account balance and make payments. Payment information is specific to the owner of the app/online profile.
- 2) Contact the Cafeteria Manager at the student's school.

Balance Notifications:

Students and parents are currently notified of current balances as described below:

- 1) Students
 - Students can clearly see balances or ask cashier at the point of sale. Full pay students are told verbally at the point of sale when his/her balance has dropped below \$10.00. Reduced students are told when balance drops below \$3.00.
- 2) Parents:
 - Parents can sign up for low balance email reminders for free at www.EZSchoolPay.com.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

- SMCSC Nutrition Services sends courtesy email notifications (different than EZSchoolPay notifications, which are customized and set up by the user of the EZSchoolPay profile) to parents daily per the following criteria:
 - Students with a balance less than the cost of 1 meal
 - Any students with a negative balance

These notifications are sent to the email address on record in the PowerSchool Parent Portal listed under "Priority email". To customize this email address, please update this information by logging into your parent portal and choosing the email address of your preference.

End of Year Balances:

Funds remaining in students' Nutrition Services accounts at the end of each school year (or negative balances) will automatically be applied to the student's balance for the next school year. Only in the event that a student leaves the school district (i.e. moves, graduates, etc.), may a refund of account balance be requested. Parent/Guardian can request a refund using the online form found at www.smcsc.com/nutrition within 30 days of the end of the school year or 30 days after the date the student leaves the district.

III. Charges (purchasing without money on account)

SMCSC wants to ensure that every student has access to meals daily. SMCSC is not allowed, per USDA regulations, to incur bad debt from unpaid meal charges. SMCSC is not required by federal or state law to provide meals to any student (except those eligible for free meals) who does not have payment either on account or in hand for a meal. SMCSC recognizes that there may be extenuating circumstances that may cause a student to not have money on account, so procedures have been put into place to ensure students may receive a courtesy meal at a discounted price in these circumstances. Additionally, if families need to apply for meal assistance, they can do so at any time throughout the school year. It is very important for students, parents and schools to work together to ensure that students have money on account to purchase meals. In the event that a student does not have money to pay for a meal, the following limits are set as to how much a student can charge:

Elementary:

- Equivalent current value of 3 lunches and 1 breakfast
- No ala carte charges

After this limit is reached, the child will begin to receive a courtesy lunch (Ham & Cheese Sandwich or PBJ, Fruit, Vegetable, Milk). Students will receive a printed letter delivered to his/her classroom the day before the courtesy lunch is to be received.

Middle/High School:

- One tray of food (consisting of whatever is on the tray that day)

After this limit is reached, the child will begin to receive a courtesy lunch (Ham & Cheese Sandwich or PBJ, Fruit, Vegetable, Milk).

Students will be verbally reminded the day before the courtesy lunch is to be received to bring money for his/her account.

Adults:

No Charges: No meal will be provided without payment

Parents and students will also have received the notifications as described in Section II of this directive by this point. The student will continue to receive courtesy lunch until negative balance is paid and account is at a positive balance.

IV. Discrepancies or Questions

Discrepancies in purchases charged to you/your child's account must be brought to the attention of SMCSC Nutrition Services administration within 30 days of the date of the purchase in question in order to receive any type of credit or refund. Parents are encouraged to apply for meal assistance at any point in the school year if needed. SMCSC Nutrition Services will attempt to collect all money owed. In the event it cannot be collected, a third-party collection agency may be utilized.

Revised July 2017

Page 2 of 2

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Zionsville

ZCS FOOD SERVICE DEPARTMENT
LUNCH ACCOUNT CHARGING PRACTICES
2017-2018 SCHOOL YEAR

1. These charging and related practices are district wide in the ZCS Cafeterias.
2. No "meal" is taken from students, nor are alternate meals required for negative lunch balances.
 - a. A "meal" consists of qualifying components as per the National School Lunch Program.
3. When purchases are made:
 - a. If a negative balance pre-exists or is generated as part of the transaction, a "meal" purchase is allowed.
 - i. Any commercially packaged a la carte item that supplements the meal however will be discreetly taken from the student.
 - ii. If the a la carte item is NOT commercially packaged and can't be re-sold to another, the item will also be rung up. *(Example at secondary level, a student selects 2nd entrée.)*
 - b. If only a la carte items are selected & a "meal" is not chosen, as always, the one operating the Point of Sale is to positively encourage the selection of meal components.
 - i. If no meal is selected after encouragement, only those selected a la carte items that are not commercially packaged will be permitted as a charge.
4. Notification of balances will be in the following ways:
 - a. Phone calls and courteous verbal reminders during the transaction will continue.
 - b. Emails to parents will automatically be sent by the ZCS Food Service Department for account balances of \$5.00 or less.

 - c. Additional methods such as automated phone calls may be utilized as needed.
5. Please note: Any debt owed to ZCS for \$50.00 or more that is not paid within a reasonable time will be sent to a collection agency. (The ZCS Business Office gathers and arranges the district's delinquent account submissions to collections.)
6. There is no need to mention collections to students. This is an adult issue to be solved by adults.

7-27-2017

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Lakeland Schools Food Services Middle/High School

Breakfast/Lunch Purchasing/Procedures/Guidelines

It is the mission of Lakeland School Corporation's Nutrition Department to offer healthy choices and quality food at reasonable prices, while keeping excellent customer service. School menus are planned to provide students an opportunity to select nutritious food that they will enjoy eating and contribute to good health. Lakeland participates in the National School Breakfast Program and the National School Lunch Program. Both of these programs must meet requirements from USDA based on the Dietary Guidelines for key nutrients and calories for growing children.

A breakfast meal consists of four components: two grains or a grain and a protein as well as a fruit and milk. Students may elect to decline one of these components. (*BREAKFAST WILL NOT BE OFFERED ON A DELAY DAY*)

A lunch meal consists of five components: meat/meat alternate, grain, fruit, vegetable and milk. Students can take all five components, or decline up to two. At least one half cup of fruit or vegetable must be taken.

Ala Carte items will also be available for purchase if your child has sufficient funds in their account.

Lunch money can be paid daily or can be deposited into each child's account in larger sums to be used until the balance has been depleted. Money can also be deposited into your child's account at www.myschoolbucks.com. There is a link to the My School Bucks website and instructions for usage on the Lakeland website at: www.lakeland.k12.in.us under the Departments Tab, then select Food Services. Each student will be responsible for listening to their balance when purchasing lunch. Account balances can be found on the My School Bucks website. Each student is assigned a PIN number that he/she must use when purchasing food from the cafeteria line. Use of this prepaid system enables faster and more efficient service in the cafeteria.

Insufficient fund checks may have applicable fees applied. Acceptance of future checks will be dependent on the amount and number of ISF checks.

Parents are encouraged to apply for free or reduced priced meals. Applications can be filled out after July 1st online by going to the Lakeland web page under Department Tab, then select Food Services. Paper applications are available at Lakeland School Corporation and your child's school office. Completing applications prior to the start of school will enable the application process to be complete the first day of school.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

CHARGING LIMITS: Charging is discouraged in the cafeteria. (Two full meals may be charged and there is **NO charging of Ala Carte items.**) If charging is abused or not paid in a timely manner, the student will no longer be allowed to charge. A supplemental meal of a cold sandwich and milk will be offered (for a limited time). There will be no charging allowed during the last two weeks of the school year. Lunch balances can be found on the MySchool Bucks Website.

STUDENTS WHO WITHDRAW or GRADUATE:

Students who withdraw or graduate from the corporation and have \$5.00 or more left in their food service account will be given the option of money to be transferred to a sibling (if applicable) or money to be refunded by mail.

SPECIAL DIETARY NEEDS

If your child has a special dietary need requiring accommodations from the cafeteria, it is the parent's responsibility to contact your child's school nurse for instructions. Please note that the cafeteria **CANNOT** accommodate any special needs requests without a diet prescription signed by a health care provider.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or relationship for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, Etc.), should contact the Agency (State or Local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) fax: (202) 690-7442; or
- (3) e-mail: program.intake@usda.gov

Valparaiso Community Schools Charging Policy as of May 10, 2018

Payment Options

For your convenience, online payments can be made through Skyward's Family Access, a small fee applies. Sign in to the Parent Portal, open Family Access and click on the Food Service tab. You can easily monitor your child's cafeteria account balance, set spending limits, sign up for low balance alerts and view purchases. There is no fee to manage your child's account online. Payments can also be sent to school but must have a prepayment form attached. Click here to get the form.

Charge Policy

We understand that life is busy and it may be necessary for elementary students to charge meals. We will never discuss account financial information with elementary children, parents must monitor balances and make deposits when necessary to avoid negative balances.

Middle school students in grades 6-8 are allowed to charge two lunches (no breakfast or snacks). Once an account has gone negative below that limit, students will not be able to receive meals without cash payment.

High school students are not allowed to charge any purchases.

We will provide a peanut butter and jelly sandwich with milk (for a limited number of times) so that students who come to school without money or a lunch from home will not go hungry.

Collection Procedure

Weekly phone calls will be made to VCS parents when their child's account has gone negative. Parents can manage low balance email reminders through Family Access in Skyward. Payment plans can be arranged to clear up negative balances. At the beginning of each year, significant negative account balances from the prior year will be pursued for collection. If referred to an outside agency for collection, parents may accrue additional fees. Please call the School Nutrition Office at 219-531-3050 for help.

The most commonly asked question:

"I applied for free and reduced lunch. Why does my child have a negative account balance?"

Applications can take up to 10 days to be approved. Parents are responsible for paying for meals until they are formally approved for free or reduced price meal benefits.



SCSD2

**Meal Charge and Alternative Meal Food Service Procedure
Proposed Policy**

I. Purpose/Policy:

The SCSD2 School Nutrition Department is self-supporting. We receive no money from the district's General Fund budget, levies, or property taxes. School Nutrition is funded only from Federal reimbursement and student payments to pay operating expenses and fees. By Federal law, School Nutrition revenues need to meet or exceed expenditures. Therefore, unpaid charges would affect the ability of School Nutrition to support itself. The purpose of this policy is to establish consistent meal account procedures throughout the District. The goals of this policy are:

- To ensure that all students have a healthy meal and that no child goes hungry.
- To treat all students with dignity and confidentiality in the serving line regarding meal accounts.
- To support positive and clear communication among staff, administrators, teachers, students, and parent/guardian.
- To establish fair practices that can be used throughout the district.
- To encourage parent/guardian to assume the responsibility of meal payments and to promote the self-responsibility of the student.
- To establish a consistent practice regarding charges and collection of charges.

II. Scope of Responsibility:

- The School Nutrition Department/District: Responsible for maintaining charge records and notifying the Parent/Guardian.
- The Parent/Guardian: Immediate Payment

III. School Meal Policy

All students will receive a Personal Identification Number (PIN). If your student has attended SCSD2 in the previous school years, they have been given a pin number, which will remain the same as long as they are an enrolled student. Students must use their pin numbers when purchasing any items from the cafeteria. All students can prepay for their meals by depositing cash or check into their accounts. Prepayments are accepted daily in the cafeteria or online. Please note online payments could take up to 24 hours before they arrive in your students account.

All parents/guardians will have the right to apply for meal assistance from the Federal school lunch program or the Scott County local assistance program. For all newly enrolled students in SCSD2, there is a four-day grace period during which all new students may receive a lunch

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

meal without payment, to allow processing of their meal eligibility application.

If the parent/guardian application or free meal status is approved then the balance owed for unpaid meals shall be forgiven. If the application for reduced meal status is approved then the balance for unpaid meals shall be recalculated at the reduced meal rate, with payment due within ten calendar days of written notification to the parent/guardian.

Students who have been approved for free or reduced assistance must still maintain a positive or zero account balance at all times.

IV. Allowable School Meal Charges

Any student in grades K-12 who does not have money to pay for their meals will be allowed to charge up to a total of \$32.00 (10 full paid lunches, 10 full paid breakfasts.) Snacks and/or Drinks are not allowed to be charged.

School reach contacts will be made daily to the parent/guardian of a student who has a negative meal account.

Once a child reaches \$32.00 in charges, a phone call will be made to the home stating that the student has reached the maximum charge limit. If you owe on the account, and your child comes to school with no money or bagged meal, your child will receive an alternative meal. An alternative meal is an individually wrapped peanut butter & jelly sandwich paired with a cheese stick. The student will also receive fruit and a milk. These meals are not allowed to be reimbursable, but still provide the child with adequate servings of protein, whole grains, vitamins, and minerals.

The cafeteria cannot deny receipt of a current meal to pay for a past due account when the child is either prepaying or pays on a daily basis. However, if a child has a negative balance in their account, we will not permit them to purchase a snack/drink until their negative balance is paid.

Adults will not be allowed to charge.

V. Resolution

Students who have been receiving an alternative meal for more than two weeks may be referred to the local authorities by the building principal due to concerns of neglect.

Parent and/or student accounts totaling more than \$100 (individual or family) will be filed with the Scott County small claims court for

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

collection. Currently, the court will charge the parent/guardian with a fee of \$94 for an individual and \$104 for a husband and wife in addition to the amount being filed for SCSD2. Once a small claim judgment is granted, the balance will be deleted from the food service accounts receivable ledger and added to the small claims accounts receivable ledger. Once the school corporation receives judgment from the court on any given claim, the school corporation will wait at least 30 days before action is taken to garnish the wages of the parent/guardian. The school corporation will continue to file all needed paperwork to receive a final "Garnishment Order" from the court. The court determines how long this process will take based on available court hearing dates.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Dekalb County
RIVERDALE ELEMENTARY SCHOOL
6127 STATE ROAD 1, SAINT JOE, INDIANA 46785
Phone (260) 337-5464

August 2017

Dear Parents:



Lunch prices are as follows:

Student \$2.00 per day/\$10.00 per week
Breakfast \$1.25 per day/\$6.25 per week
Ala Carte \$ 1.75
Extra Milk \$.40

Reduced breakfast \$.30 per day/\$1.50 per week
Reduced Lunch \$.40 per day/\$2.00 per week

Our corporation utilizes Meal Magic software for our lunch program. Each student will be given a 4-digit ID number that he or she will type into a keypad at the lunch register. Students will continue to use their lunch accounts on a daily basis. On-line payment services are available on the Riverdale website, you may look up your child's lunch account information through the web page at www.dekalbeastern.com. You will need to set up an account using the "**e-funds for schools icon.**" To set up an account you will use your students 4 - digit ID number. **Please do not make payments using www.sendmoneytoschool.com use only "e-fund for schools icon" to make payments.** If you have any questions, please contact the Riverdale office. Parents may continue to pay weekly or you may pay monthly, a quarter, or the whole year.

If you would like to pay for lunches for the entire school year \$360.00. You also may send any dollar amount to be entered in your child's account.

If you would like to see a history of your child's lunch account you must set up an account on the internet www.sendmoneytoschool.com you will use your child's 4-digit ID number. **Please do not make payments using www.sendmoneytoschool.com use only "e-fund for schools icon" to make payments.**

1. **Please provide your e-mail address to the Riverdale office**, we will send you an e-mail to remind you if your child's account is getting low. Reminder letters will be sent home to those without an e-mail address if your child's account is getting low. Students will also receive verbal reminders from the cashier as accounts approach a low balance. Also, please remember to advise us if your e-mail account changes!!
2. When you send in lunch money with your child please mark the envelope with the amount enclosed, your child's first and last name, and teacher's name. Make sure that the name of your student(s) is written on the memo line of your check. If you want a pre-payment split between two students please mark the envelope and check accordingly.
3. Students and adults may continue to pay with cash daily at the register, but it is strongly discouraged.
4. The total amount of the check or cash will be deposited in the account. Students will not be given change.
5. Charged meals will not be allowed. Please do not allow your child's lunch account to carry a negative balance.
6. If students move from the district accounts in excess of \$5.00 will be refunded per parental written request to the superintendent's office.
7. Accounts with money in them at the end of the year will be carried forward to the next year.
8. If your students account is in the negative at the end of the school year that negative balance will be carried forward to the next year.
9. If you wish to apply for free or reduced assistance you **must complete a new application every year!!** Please do so by **August 18, 2017**, the application is provided in your packet or **you may complete an application online at <http://www.lunchapp.com>**. If you receive a letter in July or August 2017 stating you qualified and were directly certified you do not have to fill out an application.

"This institution is an equal opportunity provider."

Sincerely,

Brennen Kitchen
Riverdale Elementary Principal

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Dekalb County
EASTSIDE JR. SR. HIGH SCHOOL
603 East Green Street Butler IN 46721
Phone (260) 868-2186

August 2017

Dear Parents:



Lunch prices are as follows:

Student \$2.10 per day/\$10.50 per week
Breakfast \$1.25 per day/\$6.25 per week
Ala Carte \$ 1.75
Extra Milk \$.40

Reduced Breakfast \$.30 per day/\$1.50 per week
Reduced Lunch \$.40 per day/\$2.00 per week

Our corporation utilizes Meal Magic software for our lunch program. Each student will be given a 4-digit ID number that he or she will type into a keypad at the lunch register. Students will continue to use their lunch accounts on a daily basis. On-line payment services are available on the Eastside website, you may look up your child's lunch account information through the web page at www.dekalbeastern.com. You will need to set up an account using the **"e-funds for schools icon."** To set up an account you will use your students 4 - digit ID number. If you have any questions, please contact the Eastside Jr. Sr. High office. Parents may continue to pay weekly or you may pay monthly, a quarter, or the whole year.

If you would like to see a history of your child's lunch account you must set up an account on the internet www.sendmoneytoschool.com you will use your child's 4-digit ID number. **Please do not make payments using www.sendmoneytoschool.com use only "e-fund for schools icon" to make payments.**

1. **Please provide your e-mail address to the Eastside Jr. Sr. High office,** we will send you an e-mail to remind you if your child's account is getting low. Students will also receive verbal reminders from the cashier as accounts approach a low balance. Also, please remember to advise us if your e-mail account changes!!
2. When you send in lunch money with your child have them make their deposits into the gray boxes provided in the cafeteria between 7:30am -8:05am please mark the envelope with the amount enclosed, your Child's first and last name, and ID #. Make sure that the name of your student(s) is written on the memo line of your check. If you want a pre-payment split between two students please mark the envelope and check accordingly.
3. Students and adults may continue to pay with cash daily at the register, but it is strongly discouraged.
4. The total amount of the check or cash will be deposited in the account. Students will not be given change.
5. Charged meals will not be allowed. **We ask that all students keep a positive balance. Please do not allow your child's account balance to run in the negative. If your child's account is in the negative at the end of the school year that negative balance must be paid in full.**
6. If students move from the district accounts in excess of \$5.00 will be refunded per parental written request to the superintendent's office.
7. Accounts with a positive or negative balance at the end of the year will be carried forward to the next year.
8. If you wish to apply for free or reduced assistance **you must complete a new application every year!! Please do so by August 18, 2017,** the application is provided in your packet or **you may complete an application online at <http://www.lunchapp.com>.** If you receive a letter in July or August 2017 stating you qualified and were directly certified you do not have to fill out an application.

"This institution is an equal opportunity provider."

Sincerely,

Larry Yoder
Eastside Jr. Sr. High Principal

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Michigan City

Meal Charge Policy

Administrative Rule on Charging

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and policy for meal charges. Michigan City Area Schools will adhere to the following meal charge policy.

Elementary and Middle School

1. Currently middle schools and elementary schools are providing meals at no charge under the Community Eligibility Program (CEP).
2. All students are required to have money in their account to purchase a milk or ala carte items. They will not be able to make a purchase without funds available in their account.

High School

1. The high school students will be able to charge up to \$7.00. When a student reaches the \$7.00 limit their account will be locked out.
2. A staff member may charge \$3.50 as long as they establish and maintain a good credit history of making payments on their food service accounts.
3. Students who have their account locked out and do not have money to pay for their lunch will need to see the cafeteria manager.
4. Cashiers will let students know when their balance is at \$5.00 or below.
5. The automated messaging system will notify parents every Thursday of any outstanding negative balances. This will give the parent ample time to make a deposit into the students account by the online payment system or by check or cash to the food service office or cashier. When a student goes in the negative the next payment received will first satisfy the negative balance before a meal can be charged to the account.
6. The school may deny a meal to a student who pays reduced or full price and does not provide the required payment for that meal.
7. The last two weeks of school students will not be able to make any charges that will put their account in a negative status.

All Accounts

1. All accounts must be settled at the end of the school year. Letters will be sent home approximately 5 days before the last day of school to students with negative balances. Negative balances of more than \$1.00 not paid in full thirty (30) days prior to the start of the following school year will force the District to take action to collect unpaid funds by means of collection agencies, small claims court, or any other legal method deemed necessary by the District. Under the National School Lunch Program the Food and Nutrition Program is not allowed to write-off debt.
2. Students who graduate or withdraw from the district and have \$1.00 or more in their food service account will be notified by mail by the district Food and Nutrition Department office at the end of the school year and given an option to transfer the funds to another account or to receive a refund. If no response is received in 30 days the student's food service account will be closed and the funds will no longer be available.

Blue River Valley School Corporation Meal Charge Policy as of 5/10/2018

Page 1 of 1

Blue River Valley School Corporation
201 South Walnut Street PO Box 217 Mount Summit, IN 47261
Eric L. Crevision, Superintendent (T) (765) 836-4816 (F) (765) 836-4817
School Board Members Corporation: Attorney: Central Office Staff
John Cross Greg L. Childer Beth King, Director of Curriculum and Learning
Miche Reynolds Kim Riley, Corporation Treasurer
Erika Kosma Stephanie Morgan, Secretary
Myiah Brown
Joe Madison

Blue River Valley School Charge Guidelines
2017-2018

Blue River Valley School Food Service Department wants to ensure that every student has access to meals daily.

Per USDA guidelines, Blue River Valley Schools is not allowed to incur but debt from unpaid meal charges. We do recognize that there can be extenuating circumstances that may cause a student to not have money in their lunch account. In the event that a student does not have money to pay for a meal, the following limits are set as to how much a student can charge:

Grades K - 6 May charge up to 4 meals - \$10.00 paid Lunch / -\$1.60 reduced lunch
Grades 7 - 12 May charge up to 3 meals - \$7.95 paid Lunch / -\$1.20 reduced Lunch

Extra food items. A la Carte items and snacks may not be charged.
When the charge limits have been reached, students are provided a light breakfast or lunch.
A light breakfast consists of fruit and milk.
A light lunch consists of 1/2 portion of that day's menu-listed vegetables, 1/2 portion of fruit, and milk.
You may send cash or check to the school or use MySchoolBucks to track the student's meal account balance and/or make meal account payments. You can register on the school website.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Yorktown Schools

Procedures for Student Lunch Meal Accounts

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges. Yorktown Community School Corporation will adhere to the following meal charge procedure.

YCS strongly discourages meal charges, but we understand that an occasional emergency may make it necessary. The school district policy for each school is as follows:

PVE & YES:

The Pleasant View Elementary School Cafeteria offers a traditional breakfast and school meal, a salad meal, a peanut butter sandwich meal and a yogurt meal. Students may bring their lunch to school and eat in the cafeteria. **Candy and soda should not be sent in a home lunch, nor is food to be catered or ordered in from restaurants and eaten in the cafeteria at lunchtime.**

Guidelines and Procedures for Student Lunch Charges:

- Students may not charge more than three meals.
- Parents will be notified and prompt payment will be requested after the first charge.
- All charges must be paid within five days.
- Students with a negative lunch account balance may not charge a school breakfast.

After the third lunch charge, the food service department will provide the student with a peanut butter sandwich and a carton of milk at a cost of \$.75. The alternate meal cost will be added to the student's debt. After five days of non-payment, if steps have not been taken to apply for assistance, or if the parent/guardian has not contacted the food service department to make arrangements, the student's lunch privileges will be stopped.

The food services manager will monitor the student at meal periods to ensure the student is provided a meal by the parent/guardian. The school counselor and the director of food services, will notify the "Child Protective Services" in the event any student is not being provided a lunch by the parent/guardian.

It is strongly encouraged that parent/guardians make meal payments in advance. Students are required to turn in lunch money, in the provided baggie or a sealed envelope, to their teacher in the morning. For your convenience, an on-line lunch deposit, by debit/credit card, may be made at www.k12paymentcenter.com. You may review your student's lunch account and set up an email lunch account balance alert at this site as well.

Meal assistance applications are available throughout the school year. An application may be downloaded and printed from the food services link located on the corporation website: www.yorktown.k12.in.us. For assistance, please contact, Penny Garrett, Director of Food Services, at 765.759.2592, or at pgarrett@yorktown.k12.in.us.

YMS:

The Yorktown Middle School Cafeteria offers a traditional breakfast, a school meal, a salad meal, and a premium meal. Ala-carte items are available for purchase as well. Students may bring their lunch to school and eat in the cafeteria. **Candy and soda should not be sent in a home lunch, nor is food to be catered or ordered in from restaurants and eaten in the cafeteria at lunchtime.** Students are encouraged to use their lunch ID card to purchase food items.

Guidelines and Procedures for Student Lunch Charges:

- Students will be reminded daily of their account balance.
- Students may not charge more than three meals.
- All charges must be paid within five days.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

- Parents will be notified and prompt payment will be requested after the third lunch charge.
- No ala carte charges will be permitted.
- Students whose account is in the negative may not charge a school breakfast.

After the third lunch charge, the food service department will provide the student with a peanut butter sandwich and a carton of milk at a cost of \$.75. The alternate meal cost will be added to the student's debt. After five days of non-payment, if steps have not been taken to apply for assistance, or if the parent/guardian has not contacted the food service department to make arrangements, the student's lunch privileges will be stopped. The food services manager will monitor the student at meal periods to ensure the student is provided a meal by the parent/guardian. The school counselor and the director of food services, will notify the "Child Protective Services" in the event any student is not being provided a lunch by the parent/guardian.

It is strongly encouraged that parent/guardians make meal payments in advance. Students are encouraged to make deposits before the start of the school day. However, for student convenience, lunch money will be accepted through the lunch line as well. For your convenience, an on-line lunch deposit, by credit card, may be made at www.k12paymentcenter.com. You may review your student's lunch account and set up an email lunch account balance alert at this site as well.

Meal assistance applications are available throughout the school year. An application may be downloaded and printed from the food services link located on the corporation website: www.yorktown.k12.in.us. For assistance, please contact Penny Garrett – Director of Food Services at 765.759.2592 or at pgarrett@yorktown.k12.in.us.

YHS:

The Yorktown High School Cafeteria offers a traditional breakfast and school meal, a salad meal, and a premium meal. Ala-carte items are available for purchase as well. Students may bring their lunch to school and eat in the cafeteria. **Candy and soda should not be sent in a home lunch, nor is food to be catered or ordered in from restaurants and eaten in the cafeteria at lunchtime.**

Guidelines and Procedures for Student Lunch Charges:

No breakfast or ala-carte charges are allowed. However, if a student does not have the funds in their account to purchase a traditional school meal, they will be allowed to use the "courtesy card" to purchase one school meal. Students will not be permitted to use the "courtesy card" again, until the lunch charge has been paid in full. The parent/guardian will be notified and a request for payment will be made.

It is strongly encouraged that lunch payments are made in advance. Students are encouraged to make a deposit to their account in the cafeteria before the start of the school day. However, students may submit their payment in the drop off box, located in the front office, by 10:00 AM daily. If submitting a cash deposit, the funds must be submitted in a sealed envelope, clearly marked with the student's name. Lunch deposits will be accepted through the lunch line as well. For parent(s) convenience, an on-line payment, by debit or credit card, may be made at www.k12paymentcenter.com. You may view your student's lunch account, and set up a lunch account balance reminder at this site as well.

Meal assistance applications are available throughout the school year. An application may be downloaded and printed from the food services link located on the corporation website: www.yorktown.k12.in.us. For assistance, please contact Penny Garrett – Director of Food Services at 765.759.2592 or at pgarrett@yorktown.k12.in.us.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Meal Assistance Applications:

Meal assistance applications are available throughout the school year. An application may be downloaded and printed from the food services link located on the corporation website: www.yorktown.k12.in.us. For assistance, please contact Penny Garrett – Director of Food Services at 765.759.2592 or pgarrett@yorktown.k12.in.us.

Request for Transfer of Funds:

A, *“Request for Transfer”* form may be found on the food services website. Once the completed form has been received/approved by the director of food services, the transfer will be completed. Email completed form to: pgarrett@yorktown.k12.in.us.

Parental withdrawal of a student or withdrawal by a student who is 18 years of age or older:

Parent(s) who are withdrawing their student(s) from YCS or a student who is 18 years or older and is withdrawing from YCS will be asked to complete a, *“Request for Refund”* form. The cafeteria manager may issue a cash refund for an account balance of \$9.99 or under. An account balance of \$10.00 or more will be issued, via mail, a refund check by YCS. Parents/students may choose to donate their refund to assist students in need.

Withdrawn Students & Graduates:

Parent(s) of a student who has withdrawn or graduated from YCS and has \$10.00 or more left in his/her lunch/meal food service account will be notified by mail at the end of the school year. Parent(s) will be given the option to transfer the funds to another student’s lunch account, receive a refund, or to donate the funds to assist students in need. If a response is not received within 30 days, the student’s lunch/meals account will close and the funds will no longer be available.

Outstanding Accounts:

We ask that all accounts be settled at the end of the school year. Letters will be sent home approximately 14 days before the last day of school. Negative balances of more than \$ 12.15, not paid in full by the last day of school, will force the Corporation to take action to collect unpaid funds by means of a collection agency.

PowerLunch Policies for
Centerville-Abington Elementary School
and Rose Hamilton Elementary School

Depositing Money

Each student has his/her own lunch account and money must be deposited at each individual student's school or online through our RevTrak website. All deposits must be given to your child's teacher at the beginning of the day. The lunch cashier will not accept any student's PowerLunch deposit during the lunch line unless if they were absent in the morning.

If sending a check, a separate check must be written for each student even if they are in the same family. The only exception to this policy is if the students are in the same building and the amount to be deposited into each student's account is clearly indicated on the check.

If sending a cash deposit, place it in a sealed envelope with the student's full name and amount of the deposit written on the outside. These deposits will be posted the same day they are received. (The cafeteria is not responsible for lost, unidentified, or stolen lunch deposits.)

If you would like to pay with a credit or debit card you may do so by using our RevTrak website. (A link to this website is available on the school's homepage, www.centerville.k12.in.us) These payments will be deposited into your child's account immediately.

Breakfast/Lunch Charges

If a student does not have sufficient funds in their PowerLunch account they will not be able to charge any ala carte items, including milk, until their account balance is paid in full. They will however be able to charge a regular breakfast/lunch to their account. These charges are expected to be paid in full the following school day. (No charges will be allowed during the last 10 school days of the year.)

Additional meals are considered ala carte purchases and therefore students must have sufficient funds on their PowerLunch account to purchase additional meals. An additional breakfast costs \$1.50 and an additional lunch costs \$2.50 regardless of the student's lunch status.

Students will be verbally informed when their account balance is low and they need to deposit money onto their account. Letters will be sent home weekly with students that have negative account balances. Parents and/or students can check their account balance by logging on to their PowerSchool account (A link to this website is available on the school's homepage, www.centerville.k12.in.us) and clicking on the dollar sign. Account balances can be viewed on our RevTrak website also but they are only updated every 2 weeks. To see a current account balance you must use the PowerSchool website.

If a student has charged up to -\$10.00 their parent will be contacted to let them know their child's account balance is negative and that they need to send money with their child the next school day. After this time, they will not be allowed to charge a regular meal. Instead they will be given an alternative meal of a biscuit and white milk for \$0.50 at breakfast and a grilled

Updated 8/1/2013

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

cheese sandwich and white milk for \$0.75 at lunch. (These charges will be added to the student's negative account balance.)

If a student's PowerLunch account has been negative for more than 30 school days their parent will be contacted to let them know of their child's account balance. If full payment is not received within 10 school days the school's administration will initiate appropriate collection procedures.

ID Cards

Students must bring their school issued ID card with them to the cafeteria to purchase meals and/or ala carte items regardless of how they will be paying for their meal. These cards are kept by your child's teacher and are only passed out at lunch time. If your child brings their card home for any reason please send it back to school with them the next day.

If a student loses or damages their card they will be given one new card per school year at no cost. If an additional card is needed after that the child's parent will be contacted to inform them that their child's PowerLunch account will be charged a \$2 fee to make a replacement card.

End of Year Account Balance:

Unless otherwise notified, at the end of the school year all PowerLunch account balances (positive and negative) will automatically be rolled over to the next school year. If a student moves out of the school district their PowerLunch account must be brought to a zero balance. Payment for negative account balances will be required at the time of withdrawal. A check will be written for positive account balances and will be mailed to the student's parent at their forwarding address.

Updated 8/1/2013

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

PowerLunch Policies for Centerville Junior High School

Depositing Money

Each student has his/her own lunch account and money must be deposited at each individual student's school or online through our RevTrak website. Students may deposit money into their accounts with cash or a check before school starts or during their lunch period.

If sending a check, a separate check must be written for each student even if they are in the same family. The only exception to this policy is if the students are in the same building and the amount to be deposited into each student's account is clearly indicated on the check.

If you would like to pay with a credit or debit card you may do so by using our RevTrak website. (A link to this website is available on the school's homepage, www.centerville.k12.in.us) These payments will be deposited into your child's account on the immediately. Parents and/or students can check their account balance by logging on to their PowerSchool account or on our RevTrak website.

Breakfast/Lunch Charges

If a student does not have sufficient funds in their PowerLunch account they will not be able to charge any ala carte items until their account balance is paid in full. They will however be able to charge a regular breakfast/lunch to their account. This charge is expected to be paid in full the following school day. (No charges will be allowed during the last 10 school days of the year.)

Additional meals are considered ala carte purchases and therefore students must have sufficient funds on their PowerLunch account to purchase additional meals. An additional breakfast costs \$1.50 and an additional lunch costs \$2.50 regardless of the student's lunch status.

If a student has charged up to -\$10.00 their parent will be contacted to let them know their child's account balance is negative and that they need to send money with their child the next school day. After this time, they will not be allowed to charge a regular meal. Instead they will be given an alternative meal of a biscuit and white milk for \$0.50 at breakfast and a grilled cheese sandwich and white milk for \$0.75 at lunch. (These charges will be added to the student's negative account balance.)

If a student's PowerLunch account has been negative for more than 30 school days their parent will be contacted to let them know of their child's account balance. If full payment is not received within 10 school days the school's administration will initiate appropriate collection procedures.

Account Numbers:

Students will be given an account number at the beginning of the school year that will be up to 4 digits long. Students must use this number to purchase anything in the cafeteria. There will be numbered keypads at each register for students to type in their personal account number to access their PowerLunch account. This account number will be used from grades 7-12.

End of Year Account Balance:

Unless otherwise notified, at the end of the school year all PowerLunch account balances (positive and negative) will automatically be rolled over to the next school year. If a student moves out of the school district their PowerLunch account must be brought to a zero balance. Payment for negative account balances will be required at the time of withdrawal. A check will be written for positive account balances and will be mailed to the student's parent at their forwarding address.

Updated 8/1/2013

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Revised 8/2012

PowerLunch Policies for Centerville Senior High School

Depositing Money

Each student has his/her own lunch account and money must be deposited at each individual student's school or online through our RevTrak website. Students may deposit money into their accounts with cash or a check before school starts or during their lunch period.

If sending a check, a separate check must be written for each student even if they are in the same family. The only exception to this policy is if the students are in the same building and the amount to be deposited into each student's account is clearly indicated on the check.

If you would like to pay with a credit or debit card you may do so by using our RevTrak website. (A link to this website is available on the school's homepage, www.centerville.k12.in.us) These payments will be deposited into your child's account on the following school day.

Parents and/or students can check their account balance by logging on to their PowerSchool account (A link to this website is available on the school's homepage, www.centerville.k12.in.us) and clicking on the dollar sign at the top of the page. Account balances can also be viewed on our RevTrak website but they are only updated every 2 weeks. To see a current account balance you must use the PowerSchool website.

Breakfast/Lunch Charges

If a student does not have sufficient funds in their PowerLunch account they will not be able to charge any ala carte items until their account balance is paid in full. They will however be able to charge a regular breakfast/lunch to their account. This charge is expected to be paid in full the following school day. (No charges will be allowed during the last 10 school days of the year.)

Additional meals are considered ala carte purchases and therefore students must have sufficient funds on their PowerLunch account to purchase additional meals. An additional breakfast costs \$1.50 and an additional lunch costs \$2.50 regardless of the student's lunch status.

Students will be verbally informed when their account balance is low and they need to deposit money into their account. Phone calls will be made home to parents of students that have account balances of \$-10.00 or more. If accounts have been negative for more than 30 days the school's administration will initiate appropriate collection procedures.

Account Numbers:

Students will be given an account number at the beginning of the school year that will be up to 4 digits long. Students must use this number to purchase anything in the cafeteria. There will be numbered keypads at each register for students to type in their personal account number to access their PowerLunch account. This account number will be used from grades 7-12.

End of Year Account Balance:

Unless otherwise notified, at the end of the school year all PowerLunch account balances (positive and negative) will automatically be rolled over to the next school year. If a student moves out of the school district their PowerLunch account must be brought to a zero balance. Payment for negative account balances will be required at the time of withdrawal. A check will be written for positive account balances and will be mailed to the student's parent at their forwarding address.

Graduating Seniors will receive a cash credit at graduation practice for any positive PowerLunch account balance. If any graduating seniors have a negative PowerLunch account balance their charges must be paid in full to be able to participate in the Graduation Ceremonies.



Procedure for Student Lunch/Meal Accounts

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges. Whitko Community Schools Corporation will adhere to the following meal charge procedure.

- All cafeteria purchases are to be prepaid before meal service begins. Methods of prepayment are made via cash, check or through eFunds online prepayment option.
- An elementary student may charge up to \$5.00 maximum as long as they establish and maintain a good credit history of making payments on their food service accounts. No charging is allowed the last two weeks of the school year.
- Any middle school and high school students are not allowed to charge for meals.
- Staff member are not allowed to charge for meals.
- An elementary student who has charged a meal may not charge or purchase "a la carte" item(s), including extra main entrees.
- If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted.
- Schools will provide an alternative meal of a sandwich and a carton of milk to a student who pays reduced or full price and who does not provide the required payment for that meal.
- The food service manager or other school personnel will coordinate communications with the parent(s)/guardian(s) to resolve the matter of unpaid charges.
- If food services staff suspects that a student may be abusing this policy, written notice will be provided to the parent(s)/guardian(s) that if he/she continues to abuse this policy, the privilege of charging meals will be refused.
- The automated call system will notify parents every week of any outstanding negative balance in the student's lunch/meal account. The food service manager will also send home letters or notices each week to parents of students who carry negative balances or are at a low lunch balance and in need of sufficient funds to purchase lunch.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

- All accounts must be settled by two weeks before the end of school year. Letters will be sent home approximately three weeks before the end of school to students who have any negative balances. Negative balances of more than \$5.00 not paid in full two weeks prior to the end of school year will force the Corporation to take action to collect unpaid funds by means of collection agencies, small claims court, or any other legal method deemed necessary by the Corporation.
- Students who graduate or withdraw from the corporation and have \$10.00 or more left in their lunch/meal food service account will be notified by mail by food services at the end of the school year and given the option to transfer the funds to another student or to receive a refund. If no response is received within 14 days the student's lunch/meal account will close and the funds will no longer be available. Unclaimed remaining balances will be transferred to a Cafeteria Caring Fund that assists those struggling to make payments.
- Nutrition is a vital ingredient in a total educational program for students and the Whitko Community Schools will never allow a child to miss lunch for failure to bring lunch money. The Whitko Community Schools Food Services Department staff is dedicated to promoting and providing good nutrition for all of our students and would like to encourage all parents/guardians to help their children remember their responsibility to bring lunch money to school.

Southwestern Consolidated School District Meal Charge Policy as of May 10, 2018

Southwestern CSD Food Service Administrative Guidelines

Home > Southwestern CSD Food Service Administrative Guidelines

Southwestern Consolidated School District
Food Service Department Administrative Guideline

Insufficient Meal Funds:

When lunch account funds are insufficient, the student will be charged for their meal and still served the same meal that is offered to the other students. Their meal account will then have a negative balance. It is the responsibility of the guardian to keep a positive balance on each student's account to cover the cost of a meal and to pay off any debt that the student may have. We will only allow the charging of a reimbursable meal. Students will not be allowed to charge ala carte items such as water or milk. If accounts are still in the negative at the end of the school year, legal action may be taken.

Angel Fund:

Southwestern CSD has an "Angel Fund" in place to help those in dire need, when we can. If anyone would like to donate to the "Angel Fund", contact the Food Service Director at 317-729-5320. Funds from the "Angel Fund" will be distributed at the Food Service Director's discretion.

Remaining Balance:

If a student is withdrawing from school or graduating, the remaining amount in that student's account can be moved to another student or to the Angel Fund. Funds carry over from one year to the next and will not be refunded unless the student is leaving Southwestern School District. Refund checks can be issued to the guardians of a student for amounts \$5.00 (five dollars) or more once all negative accounts have been settled within the school.

USDA is an equal opportunity provider and employer

9.17.2 Food Serv...pdf
Type here to search

7:05 AM
5/10/2018

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted



Meal Prices, Payments and Balances

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges for those students choosing to participate in the food service program. South Harrison Community School Corporation (SHCSC) will adhere to the following guidelines and procedures:

- All cafeteria purchases are to be prepaid before meal service. Full lunch price is \$2.65 and the reduced lunch price is \$0.40. Full breakfast price is \$1.25 and the reduced breakfast price is \$0.30. Students paying full and reduced prices are encouraged to prepay by the week or month. This may be done online at www.ezschoolpay.com or sent to the school in a sealed envelope with the child or children's name(s), account number(s) and amount(s). If you make a payment using www.ezschoolpay.com, a fee of \$2.75 will be assessed.
- Efforts should be made to keep account balances current at all times. Parents may check account balances by calling your school cafeteria or checking online if you have established an account at www.ezschoolpay.com. Schools will send home negative balance letters as needed. Unresolved negative balances may force the school corporation to take action to collect unpaid funds.
- A student with a negative balance in excess of \$7.80 will be offered an alternative breakfast consisting of cereal, fruit and milk. Likewise, the student will be offered an alternative lunch consisting of a peanut butter sandwich, vegetable, fruit and milk.
- Any student with a negative balance of any amount will not be allowed to charge or purchase "a la carte" items including extra main entrees or items from the a la carte kiosk.
- If the cafeteria manager suspects that a family is misusing either the charging or alternate meal guidelines and procedures, then written notice will be provided to the parent(s)/guardian(s) informing them that the student's privilege of charging meals and/or receiving alternate meals may be refused.
- Food service employees will report to the building principal if a student repeatedly comes to school without money for meals as this may be a sign of abuse or neglect and the proper authorities should be contacted.
- Student accounts become inactive upon the student's last date of attendance. Account disposition will be administered in accordance with the following guidelines:
 - Positive Account Balance of Less than \$5.00: No further notification will be made. The right to a refund will be forfeited at the end of the school year or 45 days following the last date of attendance, whichever is longer. Unrefunded balances will be transferred into a fund established to benefit other students.
 - Positive Account Balance of Student Receiving Reduced-Price Meal Benefits: A refund will be mailed to the last known student address at the end of the school year or upon request of the family.
 - Positive Account Balance of More than \$5.00: Notification of the balance will be mailed to the last known student address. The family may opt to transfer the balance to a fund established for the benefit of other students or to request a refund. The right to a refund will be forfeited at the end of the school year or 45 days following the mailing of the notification letter, whichever is longer. Unrefunded balances will be transferred into a fund established for the benefit of other students following the forfeiture period.
 - Negative Account Balances: Collection of account balances will be administered within established policy.

We strongly encourage families to apply for free/reduced meals at the beginning of the school year and any time financial status changes. Not only does this provide your child with quality meals, it often provides other benefits for the school through grant opportunities. Applications are updated for the new school year after July 1st and made available in each school office or online at www.shcsc.k12.in.us under Parent and Guardian Resources/Food Services. Families who are directly certified through food stamp, Medicaid or TANF programs will be notified of their eligibility status. If you do not receive notification you will need to complete a meal application.

Thank you,

South Harrison Community School Corporation Food Services

2017-2018 School Year, Revised April 25, 2017

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Prairie Heights Community School Corporation

Procedure for Student Lunch/Meal Accounts

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges. Prairie Heights Community School Corporation will adhere to the following meal charge procedure:

- All cafeteria purchases are to be prepaid before meal service begins. Elementary students can bring money to school and turn into their classroom teacher or the breakfast cashier. Students are requested to bring all breakfast, lunch, and milk money for the week on Monday or the first day of the school week. All accounts are computerized so the computer will keep track of the money used. For those who choose to pay online, go to www.payschoolscentral.com and set up the account using the student's ID number. A user fee may apply. Middle and high school students can prepay through the breakfast cashier or through the lunch line.
- An elementary student may charge up to a maximum of \$5.00 for meals (one charge per meal) as long as they establish and maintain a good credit history of making payments on their food service accounts. A middle school student may charge up to a maximum of two meals. The high school does not allow students to charge their meals. The elementary school has a principal account to extend the charge limit so all students can receive a full lunch. The middle school has a principal account that allows two charges per student. Parents will be contacted before an alternative meal is offered.
- A staff member may charge up to \$3.50 as long as they establish and maintain a good credit history of making payments on their food service account.
- A student who has charged a meal may not charge or purchase "a la carte" item(s), including extra main entrees. (Extra milk is considered an a la carte item.) A lunch consists of five components: meat/meat alternate, grain, fruit, vegetable, and milk. Students are required to take three components, but they are allowed to take all five if they choose. Each student must take at least one half cup of fruit or vegetable. Students on free and reduced meals will receive one free breakfast and one free lunch per day. These must be reimbursable meals. Choosing to take milk only does not qualify as a reimbursable meal. Students who pack their lunch will need to have money in their accounts to purchase milk. We do not allow students to charge milk. Please pack juice for them, no pop.
- If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted.
- Schools may deny a meal to a student who pays reduced or full price that does not provide the required payment for that meal. However, if that student has enough money in hand for a meal that day, they will not be denied.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

- Schools will provide a peanut butter sandwich and juice to a student who pays reduced or full price that does not provide the required payment for that meal.
- The food service manager or other school personnel will coordinate communications with the parent(s)/guardian(s) to resolve the matter of unpaid charges.
- If the food service staff suspects that a student may be abusing this policy, written notice will be provided to the parent(s)/guardian(s) that if he/she continues to abuse this policy, the privilege of charging meals will be refused.
- A letter will be sent home weekly to notify parents of any outstanding negative balance in the student's lunch/meal account. The food service office will also call parents to notify them of negative balances. You can check your child's account by going to www.payschoolscentral.com or through your panther paw account. Due to updates being processed at night, the accounts through panther paw may be a day behind.
- All accounts must be settled at the **end of the last full week of school**. Letters will be sent home approximately one week before the last school day to students who have any negative balances. The food service department will transfer money from sibling's accounts to pay negative balances. Negative balances of more than \$5.00 not paid in full ten days prior to **September 1st** will force the Corporation to take action to collect unpaid funds. This could include collection agencies, small claims court, or any other legal method deemed necessary by the Corporation.
- Students who graduate or withdraw from the corporation and have \$5.00 or more left in their lunch/meal food service account will be notified by mail at the last day of school and given the option to transfer the funds to another student or receive a refund. If we do not receive a response within two business days, the student's account will be closed and the funds will no longer be available. Remaining balances that are unclaimed will be transferred to a slush fund.
- Insufficient fund checks may have applicable fees. Acceptance of further checks will be dependent on the amount and number of ISF checks.

Food Service Department Information Jennings County School Corporation

Jennings County Schools Food Service Department participates in the USDA National School Lunch and Breakfast Programs. Each school offers a nutritious breakfast and lunch daily. At each school, a pre-pay/debit computerized meal system is used in order in to process student purchases in an efficient, confidential manner. Each student will have a Meal Account Number. It is important that students memorize their Meal Account Number, as it will be needed in the cafeteria for each meal. These numbers are confidential and should not be told to other students.

The cost for breakfast is \$1.50 each day, and the cost for lunch is \$2.50 each day at all schools. The cost for one week of breakfast is \$7.50, and for one week of lunch is \$12.50 at all schools. The cost for one week of both breakfast and lunch is \$20.00 at all schools. Extra milk costs \$.50 per carton at all schools.

At mealttime, the student will enter their Meal Account Number on a keypad. The computer system will determine if there is enough money in the account to pay for the meal, and the transaction will be processed. At the high school and middle school, purchases may also be paid for at the cash register. **In order to purchase breakfast, ala carte items and/or extra milk, money must be in the student's account.** Your child may bring lunch from home and purchase milk, although there must be money in their meal account to pay for it.

The following charge policy applies:

<u>Student Balance</u>		<u>Breakfast</u>	<u>Lunch</u>	<u>Extra Milk or Ala Carte Items</u>	<u>Parent Notification All Schools</u>
Any Amount	Elementary Schools	No	Yes	No	Student Notification, daily email to parent, and First Notice with Free & Reduced Meals application in sealed envelope with student
Negative Balance	Middle School	No	No*	No	
	High School	No	No**	No	
More than \$20	Elementary Schools	No	Yes	No	Student Notification, daily email to parent, and Second Notice by US mail
Negative Balance	Middle School	No	No*	No	
	High School	No	No**	No	
More than \$25	Elementary Schools	No	Yes	No	Third Notice by US mail, daily email to Parent, and Account reported to Collection Service
Negative Balance	Middle School	No	No*	No	
	High School	No	No**	No	

*Middle school students will be offered a lunch pass to receive a lunch on the first day their meal account has a negative balance. The student will be offered a pass for a peanut butter and jelly wafer and a carton of milk on the second day their meal account has a negative balance. If the negative meal account balance has not been paid at this time, the student's parent/guardian will be called. Payment for the negative meal account balance must be made in the school office before another lunch will be served to the student.

**High school students will be offered a lunch pass to receive a lunch on the first and second days their meal account has a negative balance. Payment for the negative meal account balance must be made in the school office before another lunch pass will be offered to the student, or another lunch will be served to the student.

This Institution is an Equal Opportunity Provider.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Parents are encouraged to prepay for meals at all schools.

Cash and checks made out to your school are accepted for deposit. To deposit money into their account, the student will complete a meal account deposit slip. Your student will be provided with a copy of the deposit slip upon turning in the payment and deposit slip at their school. This is your proof of deposit. Parents can also pay online using a debit or credit card by logging on to their student's Skyward account, and selecting "Pay On-Line" from the menu. Online payments will be available for your student's the same day the online deposit is made. *Middle School and High School students may pay cash each day at the cash register, however, prepayments are highly encouraged at these schools also.* If there is money left in the account at the end of the school year, it will be available to for your child to use during the next school year.

Households with more than one child at the school may pay with one check, but must designate how much money is to go into each child's account. Different children in the same family may not share an account. At the elementary schools, your child's account balance will be sent home each week on the school's newsletter. A detailed report of your child's deposits and purchases is available upon request from your school's office, or online on your student's Skyward account. Automated phone calls and emails may be sent home if your child's account falls below a certain amount.

Students eligible for free meals will be served a complete meal at no charge. Students eligible for reduced price meals will be provided breakfast for \$.30 and lunch for \$.40. Applications for free and reduced price meals are available in your school's office, on the school corporation's website at www.jcsc.org, or at the Superintendent's office. You may also complete and submit the application online on your student's Skyward account. **An application must be completed each school year. All students in your household must be listed on the same application, therefore please fill out only one application per family.**

Parents/Guardians are responsible for the full payment of meals until your application has been processed and you receive a determination letter from the Food Service Department office indicating that your child has been approved for free or reduced price meals.

The Jennings County Schools Food Service Department may be reached at 812-346-4483.



This Institution is an Equal Opportunity Provider.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

**LINTON-STOCKTON SCHOOL CORPORATION
BREAKFAST/LUNCH NO-CHARGING POLICY
ESTABLISHED JULY 26, 2010**

The Linton Stockton School Corporation has adopted a “**NO CHARGE**” policy. Due to excessive charging in the past and the enormous amount of time involved in trying to collect these charges, charging of meals by students or adults beginning with the first day of student attendance for the 2010/2011 school year will not be permitted.

Funds must be deposited into a student’s meal account prior to breakfast or lunch for that day. It is the parents’ responsibility to see that their child(ren)’s meals are paid for and parents can fulfill this responsibility by paying for the meals themselves or by sending the meal money to the school with their child(ren).. Any student without sufficient funds in his or her account will be offered a sandwich and a carton of milk. LSSC will provide this meal for two consecutive days. If sufficient funds have yet to be deposited into the student’s meal fund, the building principal and counselor will be notified so the next course of action can be determined. Please work with us to ensure that this never happens. It is not the school corporation’s intent to embarrass any person in any way.

The State of Indiana provides free/reduced application forms that are available in all school offices from the building secretaries, food service director, and kitchen managers. Applications MUST be filled out completely BEFORE being approved. If a household receives food stamps or state aid, please include the case number on the application. All of this information must be provided before the application can be approved. Please take advantage of this benefit if you think your family may qualify for free or reduced breakfast/lunch.

This policy applies to the Linton Stockton Elementary School, Junior High School, and High School.

LINTON STOCKTON SCHOOL CORPORATION
Linton Stockton School Board of Trustees
Linton Stockton Superintendent
Recommended by Linton Stockton School Food Service Director

This Policy is School Board Approved July 26, 2010

Franklin Township Meal Charge Policy as of May 10, 2018

CHANGE PROCEDURES

Grades K-5

- A student may charge the equivalent value of three lunches and one breakfast. No a la carte charges permitted.
- Beyond the fourth charge, a ham or turkey and cheese sandwich, a fruit, a vegetable and milk are offered, for the price of a school meal.

Grades 6-12

- Charges are not permitted for meals; however, a ham or turkey and cheese sandwich, a fruit, a vegetable and milk will be provided for those who forget their lunch money for the price of a school meal.

All Schools

- Accommodations will be made for students with special dietary needs. Paperwork must be on file with the Star Express Child Nutrition office.
- If a student receiving free meal benefits brings a sack lunch but purchases milk, they must also take a sandwich and fruit so that the meal is reimbursable.

Parents may receive email notification of marginal balances, monitor accounts and make payments at PayPains.com.

It is the mission of the Star Express Child Nutrition Department to offer healthy choices and quality food at reasonable prices, while keeping excellent customer satisfaction and educational partnerships intact. Star Express menus are planned to provide students an opportunity to select nutritious food that they will enjoy eating and contribute to good health. Star Express participates in the National School Breakfast Program, the National School Lunch Program and the Summer Serving program. All of these programs must meet requirements from USDA based on the Dietary Guidelines for key nutrients and calories for growing children. It is an honor for the staff of the Star Express Child Nutrition Department to serve the students of Franklin Township. Contact your school to be a part of our amazing students for life possibilities.

Greenwood Schools Meal Charge Policy as of May 10, 2018

obla@greenwood.k12.co.us | Dashboard | Anti-Lunch Shaming Intro | Greenwood Community

Not secure | www.neola.com/greenwood-ku/

Management Documents
 Bylaws & Policies
 Administrative Guidelines
 Forms
 State Government

meal charge

Search for:

of foods that may be substituted.

For students who need a nutritionally equivalent milk substitute, only a signed request by a parent or guardian is required.

The operation and supervision of the food-service program is the responsibility of the Director of Food Services. Food services will be operated on a self-supporting basis with revenue from students, staff, Federal reimbursement, and surplus food. The Board will assist the program by furnishing available space, initial major equipment, and utensils.

Meal Charges

Lunches sold by the Corporation may be purchased by students, staff members and community residents in accordance with the procedures established by the Superintendent. The Superintendent shall recommend and the Board shall approve the cost of meals for elementary, middle, and high schools annually.

The Superintendent shall develop procedures regarding meal charges, which shall be implemented by the Director of Food Services. This procedure will provide direction so that students attending Corporation schools who do not have funds in their account or on-hand to cover the cost of their meal at the time of service are treated consistently, parents of students who charge meals are notified when a student charges a meal, and efforts are made to collect the charges made by students so that the unpaid charges are not classified as "bad debt" at the end of the school year.

Significant negative lunch account balances shall not be permitted. A significant negative lunch account balance is any balance owed in excess of five dollars (\$5).

If a student has a significant negative lunch account balance, she shall be provided and alternate meal.

Furthermore, if a student has a significant negative lunch account balance, the student shall not be permitted to charge any A la carte food or beverage items.

Any significant negative lunch account balance should be pursued for collection before it is determined to be uncollectible pursuant to Policy 6151.

The Board's policy and Superintendent's procedure related to meal charges shall be distributed in writing to all households at the start of each school year and to households transferring to the school or Corporation during the school year.

Bad Debt/Uncollectible Debt

Significant negative lunch account balances that are not collected in the year when the debt was incurred shall be classified as bad debt. Bad debt incurred through the inability to collect lunch payment from students is not an avoidable cost chargeable to any Federal program. Once classified as bad debt, non-Federal funding sources shall reimburse the school lunch program account for the cost of the meal. If the funding source, the funds to reimburse the school lunch program shall be transferred from the Corporation general fund or other State or local funding to make that reimbursement.

Once the uncollectible/delinquent debt charges are converted to bad debt, records relating to those charges must be maintained in accordance with the record retention requirements in 7 C.F.R. 210.5(b)(17) and 7 C.F.R. 210.5(b). Any related collection costs, including legal costs, arising from such bad debt after they have been determined to be uncollectible also are unallowable.

Bad debt may be removed from accounts receivable in accordance with Policy 6151.

Additional Compliance

In accordance with Federal law, the Director of Food Services will take such actions as are necessary to obtain a minimum of two (2) food safety inspections per school year, which are conducted by the State or local governmental agency responsible for food safety inspections. The report of the most recent inspection will be posted in a publicly visible location, and a copy of the report will be available upon request.

A periodic review of the food-service accounts will be made by the Director of Fiscal Services.

Any surplus funds from the National School Lunch Program will be used to reduce the cost of the service to students or to purchase cafeteria equipment. Surplus funds from a la carte foods may accrue to the Food Service program.

With regard to the conversion of the Corporation Food Services program, the Superintendent shall incur:

Lincoln Charge Policy.pdf | Jennings County L...pdf | ProceduresFedUn...pdf | South Harrison Me...pdf | 9.17.2 Food Servic...pdf

Show all

Type here to search

7:10 AM | 5/10/2018

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

d4

<p>WARRICK COUNTY SCHOOL CORPORATION BOONVILLE, INDIANA</p>	<p>BOARD POLICY -- Code 5600 MEAL CHARGES</p>
---	---

CAFETERIA -- MEALS, ACCOUNTS, CHARGES, AND COLLECTIONS

The Warrick County School Corporation has an essential role in the lives of students by providing them with a foundation for healthy living and learning. The WCSC Food and Nutrition Department makes affordable, healthy, and nutritious breakfasts and lunches available. It is the responsibility of a student's parents to provide meals either by supplying food from home, by sending money to school so that the school may supply a meal, or by applying for meal assistance through the free and reduced meal programs. Therefore, the following rules apply:

ADULTS are not permitted to charge food or drink.

HIGH SCHOOL STUDENTS are not permitted to charge food or drink.

MIDDLE SCHOOL STUDENTS AND TJHS STUDENTS may have an occasional need for assistance with their meal funds. Meal charges are strongly discouraged; but, managing money is a part of the learning process. Therefore, middle school students and TJHS students may charge up to \$10.00 to his/her meal account. After the \$10.00 limit has been reached or after the account debt remains unpaid for 30 days, no meals and no alternative meals will be provided. When an account debt is \$10.00 or remains uncollected for 30 days, the account will be turned over to the school corporation attorney for collection. *Ala carte* items (except milk) will not be sold to students with a negative account balance.

ELEMENTARY SCHOOL STUDENTS may have an occasional need for assistance with their meal funds, also. Meal charges are strongly discouraged; but, managing money is a part of the learning process. Therefore, an elementary student may charge up to \$20.00 to his/her meal account. After the \$20.00 limit has been reached or after an account debt remains unpaid for 30 days, the student will receive an alternative meal consisting of a peanut butter sandwich (or cheese sandwich if a peanut allergy is on file), fruit, and milk at a cost of \$0.40, which will be added to the student's meal account. If the account debt exceeds \$20.00 or after an account debt remains unpaid for 30 days, the account will be turned over to the school corporation attorney for collection. *Ala carte* items (except milk) will not be sold to students with a negative account balance.

COLLECTIONS: The Food and Nutrition Department shall send two collection/warning letters home with a student before litigation is filed. After the account has been turned over to the attorney, payment arrangements and collections shall occur only through the attorney's office. When suit is filed, attorney fees shall be no less than \$200 per account. The Food and Nutrition Department is authorized to establish regulations consistent with this policy to implement and manage food services and collections.

EFFECTIVE DATES: This policy shall be effective immediately for adults.
This policy shall be effective as of May 1, 2012 for students.

mm1.120213.1128*

Bartholomew County School Corporation Meal Charge Policy as of May 10, 2018

www.bccsc.k12.in.us/meal/120
Food Services / MEAL PA

Dashboard
Anti-Lunch Shaming Init.

Werrick County Ch...
Union Charge Policy.pdf
Jennings County L...
ProceduresForLun...
South Harrison Me...

Type here to search
7:11 AM
5/10/2018

MEAL PAYMENT DEBIT SYSTEM

All BCCSC cafeterias utilize a pre-authorized system designed to process student purchases in an efficient, confidential manner, and deposit funds in an account for each student. Parents are responsible for providing the necessary information to set up this system. At the end of each school year, the account balance is transferred to the student's account for the following year. Deposits can be made at the school cafeteria by cash; online at MySchoolBucks.com; Visa/Master Card; or personal check made payable to the school cafeteria. Please indicate your child's name and or student ID # on the check.

CHARGES

Due to the nature of the pre-payment/debit program, charging schools meals is discouraged. Students may only charge 3 lunches. After that, they will be provided a complimentary peanut butter sandwich, vegetable, and milk until charged lunches have been paid in full. A student who has charged a meal may not charge or purchase "a la carte" items including extra entrees. If a student repeatedly comes to school with no lunch money, FS employees must report this to the building principal. Principals will continue to be sent home until the balance is paid in full. Negative balances of more than \$25.00 not be reported to the principal and may result in suspension or other legal method deemed necessary. Students who graduate or withdraw from the corporation and have \$5.00 or more left in their food service account will be notified by food services by the last day of school and given the option to transfer the funds to another student or receive a refund. If no response is received within 30 days, the student's account will close and the funds will no longer be available. Unclaimed remaining balances will remain in the school food service account. BCCSC staff may charge up to 3 meals maximum.

MEAL ASSISTANCE

Meal assistance is available to all BCCSC students that meet income qualifications. An application for meal assistance is given to each student at the start of each school year. Student's are considered Paid students and will be charged full price meals until the meal assistance applications have been processed and approved. Due to the large number of students attending BCCSC schools, it may be a few weeks before all applications are processed.

An online Free and Reduced application and instructions can be downloaded at the following link - [Free & Reduced Lunch and Textbook Information](#)

It is recommended each student START THE SCHOOL YEAR WITH TWO WEEKS WORTH OF LUNCH MONEY IN THEIR ACCOUNT to avoid charges and to allow time for applications to be processed. If you are unable to do this, please contact the school office. Families must reapply each school year for meal/textbook assistance. Please fill out one application per HOUSEHOLD.

A free/reduced meal assistance form must be on file with the food service department, processed, and approved before free/reduced lunch prices take effect. A current Free/Reduced form must be used, old outdated forms will not be accepted and will be returned with a new form for completion.

- Welcome
- Printable Menus - UPDATED with Spring Breakfast & Lunch 2017-2018
- MEAL PAYMENT OPTIONS
- Cafeteria Phone Numbers
- School Nutrition Newsletter
- Build a Healthy Tray
- MEAL PRICES
- NUTRITION ANALYSIS
- FARM TO SCHOOL PROGRAM
- UNDERSTANDING THE LUNCH LINE: A PARENT'S GUIDE
- Did you know that meal assistance is not just about lunch?
- ¿Sabía usted que la asistencia de comidas no es solo para el almuerzo?
- Vegetarian Options
- CAFETERIA JOBS AVAILABLE
- HEALTHIER U.S. SCHOOL CHALLENGE AWARD
- ELEMENTARY BIRTHDAY PARTY PACKAGE
- CINCO DE MAYO MENU
- Summer Feeding Sites 2018

Kankakee Valley School Corporation Lunch Program Procedures for Student Meal Accounts and Charge Policy

Est. April 2017

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges. Kankakee Valley School Corporation will adhere to the following meal charge procedure.

- All cafeteria purchases are to be prepaid before meal service begins. Students can bring money (check or cash) to each school cashier to add money to their meal account. Also, we have online payment available on our school website at <http://www.kv.k12.in.us/>. Under the parent portal you will find a link to Online Payment.
- A student may charge up to 2 meals maximum (one charge per meal) as long as they establish and maintain a good credit history of making payments on their food service accounts. Charged meals can include one breakfast and one lunch; or two lunches; or two breakfasts.
- A staff member may charge up to 2 meals as long as they establish and maintain a good credit history of making payments on their food service accounts.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

- A student who has charged a meal may not charge or purchase "a la carte" item(s), including extra main entrees.
 - After charging 2 meals, students will be given an alternate meal. If after two alternate meals and the student still has insufficient funds, please have the child pack a lunch as they will longer be able to receive the alternate meal.
 - The Elementary schools and the Intermediate school send letters home daily notifying parents of insufficient funds. Parent(s)/guardian(s) can visit our website on their Parent Portal account to view their student(s) meal account balance.
- If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted.
- Schools may deny a meal to a student who pays reduced or full price and who does not provide the required payment for that meal. However if the student who pays reduced or full price has enough money in hand for a meal that day, they will not be denied a meal.
OR
 - Schools will provide an alternative meal of a peanut butter sandwich and drink to a student who pays reduced or full price and who does not provide the required payment for that meal. The alternative meal will be charged as a Smart Snack price for that particular meal.
- The food service manager or other school personnel will coordinate communications with the parent(s)/guardian(s) to resolve the matter of unpaid charges.
- If food services staff suspects that a student may be abusing this policy, written notice will be provided to the parent(s)/guardian(s) that if he/she continues to abuse this policy, the privilege of charging meals will be refused.
OR
 - If food services staff suspects that a student may be abusing this policy, written notice will be provided to the parent(s)/guardian(s) that if he/she continues to abuse this policy, the privileges of an alternative meal will be refused.
- Kankakee Valley School Corporation has meal/textbook assistance available to families anytime throughout the year. We encourage you to visit our website and under the Forms/Link tab you will find an application. Please print and fill out an application and return with your student to the Manager of the his/her cafeteria. Only one application is necessary per household. Also, we have applications available at all our schools main offices as well as the Corporation Office. We will be glad to help assistance you with your needs by calling 219-987-4711 ext. 1117.
- All accounts must be settled at the end of each grading period. Letters will be sent home to parent(s)/guardian(s) of students who have any negative balances. The Lunch Program

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

will work with parents/ guardians to set up a payment plan if one is necessary to accommodate families. Negative balances not paid in full 5 days prior to the end of the school year will force the Corporation to take action to collect unpaid funds by means of collection agencies, small claims court, or any other legal method deemed necessary by the Corporation.

- Students who graduate or withdraw from the corporation and have \$2.00 or more left in their lunch/meal food service account will be notified by mail by food services at the end of the school year about where to mail a refund. If no response is received within 60 days the student's lunch/meal account will close and the funds will no longer be available. Unclaimed remaining balances will be transferred to KV Lunch fund.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Hamilton Heights School Corporation
Child Nutrition Services
Meal Payment Directive

I. Forms of Payment

There are three (3) payment options available to use to deposit money into your child's meal account:

- Pre-paid money into the student's account
- Cash
- Check

All cafeterias within HHSC utilize a pre-pay computerized meal payment system. All students have a district account with the Child Nutrition Services and all district employees are eligible to have an account. Money can be deposited into this account for the purchase of breakfast, lunch, milk and ala carte foods. Cash/check collection during a lunch or breakfast period slows the serving line and reduces the total time students have to eat. Therefore, all cash/check payments must be made prior to breakfast or lunch. At the primary and elementary level, payments are collected each morning in the classroom. At HHMS, payments are collected during first period. At HHHS, payments should be deposited into the prepayment kiosk located at the Main Office Commons Area.

There are three (3) options available for prepayment:

- Major credit/debit card online at www.EZSchoolPay.com (available for a \$2.00 fee)
- Check: Please place in sealed envelope with child's name (first and last), PIN and amount clearly written
 - Make checks payable to "(School Name) Cafeteria".
 - Check must have student's name (first and last) and PIN written clearly.
 - If depositing into more than one student's account, the check must specify how much money is to be deposited into each child's account
 - **Returned checks:** If a check is returned for any reason (NSF, Uncollected Funds, Closed Account, etc.), HHCNS will assess a \$15.00 fee per check. After two returned checks are received per family per school year, checks will no longer be accepted from that family. Parents will have 5 days to make payment for returned check and returned check fee. If payment is not received after 5 days, the amount of the check and the \$15.00 returned check fee will be debited from the student's account.
- Cash: Please place in sealed envelope with child's name (first and last), PIN and amount clearly written

II. Account Balance Information

Account balance information is accessible two ways:

1. Utilize www.EZSchoolPay.com online system to monitor balance and activity.
 - a. System can be used to monitor balance and purchases regardless of using it for payments or not.
 - b. Any student or parent can download the EZSchoolPay app and use it to monitor account balances. Multiple users can use the app or website to access the student's account balance for monitoring purposes or to make payments (\$2.00 fee per payment).
2. Contact the Cafeteria Manager at the student's school.

Balance Notification:

- Students will be notified verbally at the point of sale (cashier) when account balance is below \$5.00.
- Students may ask cashier at the point of sale.
- If utilizing EZSchoolPay, parent can set a low balance reminder and receive email alerts.
- Cafeteria will send out reminders via email generated by the POS system (different than the EZSchoolPay alert). An email will be sent for account balances less than \$5.00 and all negative balances daily.

End of Year Balances: Funds remaining in a student's Child Nutrition Services account at the end of each school year will automatically transfer to the student's account balance for the following school year. Only in the event that a student leaves the school district (moves, graduates, etc.) may a refund be requested. A written request must be submitted to the Child Nutrition Services Department within 30 days of the end of the school year or 30 days after the withdrawal.

This institution is an equal opportunity provider.

Revised July 2017

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Students who graduate or withdraw from the corporation with \$10.00 or more in their meal account will be notified by email at the end of the school year and given the option to transfer the funds to another student or request a refund. A written request must be submitted to the Child Nutrition Services Department within 30 days of the end of the school year or 30 days after the withdrawal. A "Request for Refund or Transfer of Funds" form is available at the building offices, cafeterias and online. Unclaimed remaining balances will be transferred to a Donation Account.

III. Charges

HHSC has a LIMITED charge policy. In the event that a student does not have money to pay for a meal, the following limits are set as to how much a student can charge:

Primary and Elementary:

The charge limit is \$5.00 as long as they establish and maintain a good credit history of making payments on their food service accounts. If a child's account balance will exceed \$5.00 negative, an alternative lunch will be offered. The parents will be notified via a letter the day the lunch account reaches the maximum the student can charge. This notification informs parents that payment is due and the child will receive an alternative meal the following day if payment is not received. Parent will also receive an email regarding the negative balance. The student will continue to receive an alternative lunch until payment is made and account is at a positive balance.

Alternative lunch will consist of:

- Soy butter sandwich, cheese sandwich or turkey sandwich (depending on availability)
- One fruit and one vegetable
- Milk

If food services staff suspects that a parent may be abusing this policy, written notice will be provided to the parent/guardian that if he/she continues to abuse this policy, the privilege of charging meals will be refused.

Middle/High Schools:

- The Middle School and High School are **NO CHARGE**. In order to accommodate customers, one tray of food consisting of whatever is on that tray will be allowed that takes them into a charge situation. Students will be given a verbal reminder and reminder slip by cashier the day before the alternative meal is to be received to bring money for his/her account.

Alternative lunch will consist of:

- Soy butter sandwich, cheese sandwich or turkey sandwich (depending on availability)
- One fruit and one vegetable
- Milk

Absolutely no charging will be allowed during the last two weeks of the school year. The student will automatically receive an alternative lunch if there are not enough funds in the account to purchase the meal.

Adults:

- No Charges – No meal will be provided without payment
- Guests or Adults with no account – **Exact change** must be provided. Cafeterias do not keep change on hand. Any payment that would require change will be credited to their child's account, if applicable. If adult does not have child at HHSC, change will be credited to the donation account.

IV. Family Accounts

If a family has more than one student at Hamilton Heights (regardless of the age of children), they can be linked to one common account. Students continue to use their own PIN but have a shared balance. Payments can be made as usual but go into one account. Students then draw from this common account for their meal and item purchases. Parent may contact cafeteria manager to have a family account set up.

V. Discrepancies/Collection of funds

HHSC expects parents to be responsible for monitoring their child's account and maintaining sufficient funds in the account. Discrepancies in purchases charge to your child's account must be brought to the attention of HH Child Nutrition Services within 30 day of the date of the purchase in question in order to issue any type of correction to the account. Parents are encouraged to apply for meal assistance at any point of the school year if needed. HHSC will attempt to collect all money owed. In the event it cannot be collected, a third-party collection agency may be utilized.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Community Schools of Frankfort Food Service Charge and Payment Procedure

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges. The Community Schools of Frankfort will adhere to the following meal charge procedure.

The Food Service Department utilizes a computerized point-of-sales system. All students have a café account. Money deposited into this account can be used for the purchase of breakfast, lunch, milk and a la carte items.

To avoid charging, parents/guardians are to make regular payments and monitor their child's meal account. It is the parent's/guardian's responsibility to pay for or pack a child's lunch when sending them to school. However, the Food Service Department recognizes there might be occasions when a parent/guardian forgets to send in money. As a courtesy to families, a regular meal will be provided to the child, and the meal will be charged the next day there is money in the account.

Payment Options:

- a. Online payment can be made at www.myschoolbucks.com. There is not a fee to make an online payment.
- b. Debit or Credit Card payment can be made at Superintendents Office 2400 East Wabash Street.
- c. A check can be made payable to the school.
 - Students can bring a check to the school cafeteria to be deposited on their account.
 - If a check is returned due to non-sufficient funds (NSF), food service will attempt to collect all money owed. In the event a payment is not collected, a third-party collection agency will be utilized.
- d. Students can also bring cash to the school cafeteria to be deposited on their account.

Free and Reduced Meal Program:

The Free and Reduced Meal Program is available for families experiencing financial difficulties. Apply online at www.schoolunchapp.com or stop by the school office for a paper application.

If a student who pays reduced or full price has enough money for a meal that day and has a negative balance, the student will not be denied a meal.

High School student may not charge a meal. If the student does not have breakfast or lunch money, the student will be allowed to get their meals that day. The cashier will write the student's name down on a sheet of paper and the student will be charged when there is money in the account. If a student repeatedly comes to school with no food and no money, food service employees must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted. A student is not permitted to purchase a la carte items if they owe any unpaid charges.

Middle School student may charge up to five breakfasts and five lunches maximum. The cashier will remind the student that they need to bring in money when their lunch account is getting low. The manager will call the parent after two days of charging meals. After the five meal charges, the food service assistant will make two phone calls to remind parent/guardian to send in money. If still no payment is made, the parent will be notified in writing that their child owes for meals consumed and should send a sack lunch with the child until the meal charges are paid. A parent can set up a payment plan with the food service department. At the end of the school year, negative balances will carry over to the next year or turned over to a third-party collection agency. A student is not permitted to purchase a la carte items if they owe any unpaid charges.

Elementary student may charge up to five breakfasts and five lunches maximum. The cashier will remind the student that they need to bring in money when the lunch account is getting low. A Negative Balance

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Letter is printed off daily for the student to take home. The manager will call the parent after two days of charging meals. After the five meal charges, the food service assistant will make two phone calls to remind parent/guardian to send in money. If still no payment is made, the parent will be notified in writing that their child owes for meals consumed and should send a sack lunch with the child until the meal charges are paid. A parent can set up a payment plan with the food service department. At the end of the school year, negative balances will carry over to the next year or turned over to a third-party collection agency. A student is not permitted to purchase a la carte items if they owe any unpaid charges.

If a student repeatedly comes to school with no food and no money, the food service manager must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted.

Adults/Staff/Visitors - There is no charging permitted.

Refund Account Policy

Any food service account that has **\$5.00 or more** is entitled to a refund. The parent/guardian has an option to transfer the funds to another student or to receive a full refund. The Food Service Assistant will make two phone call attempts to refund the money. After two phone call attempts and no response, the account will close and the funds will no longer be available. Unclaimed balances will transfer to 9800 fund.

Any food service account that has **\$5.00 or less** will move into the 9800 account unless a parent calls and request a refund within two months of leaving the school corporation.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) *mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;*

(2) *fax: (202) 690-7442; or*

(3) *email: program.intake@usda.gov.*

This institution is an equal opportunity provider.

Avon Community Schools Charging Policy as of May 10, 2018

<https://www.avon-schools.org/Page/8149>

Charging Policy

ACSC has a limited charging policy in the event that students do not have any lunch money. No charging will be permitted during the month of May in order to bring all accounts current. Account balances are available daily in the cafeteria and parents can utilize MySchoolBucks.com to monitor balances. The site also allows you to set up alerts for low balances free of charge.

Elementary/Intermediate:

Two (2) Lunch Trays

Two (2) Breakfast Trays

No a la carte sales

After two lunch charges, students will receive an alternative meal of peanut butter sandwich (or cheese with a documented allergy) and milk. Students will be given verbal warnings when their balance gets low and letters will be sent home when the account is negative.

Middle School & High School

Charging is not permitted but the alternative meal (see above) will be provided. High school students are also required to have their ID card to purchase meals. A replacement ID card is available in the office.

Adults

Adults are not permitted to charge at any building.

Collection of Funds

ACSC expects parents to be responsible for monitoring student accounts and maintaining a positive cash balance. Discrepancies in purchases to you/your child's account must be noted within 30 days of the date of the transaction. Parents are encouraged to apply for meal assistance at any point in the school year if needed. ACSC will attempt to collect all money owed. In the event money cannot be collected, a third-party collection agency may be used.

Tippecanoe County Schools Meal Charge Policy as of May 10, 2018

MEAL CHARGE ACCOUNTS PROCEDURES

In accordance with School Board policy, the Superintendent requires School Corporation Food Service personnel to comply with National School Lunch Program standards and establishes these procedures to govern meal charge accounts. Cafeteria purchases may be prepaid into individual food service accounts before meal service begins or paid as they receive meals. Prepayments into individual food service accounts may be made anytime through the Corporation's online prepayment system or by cash or check at the school. The only deductions made from prepaid accounts will be for the purchase of meals or other allowable food purchases in the cafeteria. In accordance with School Board policy, a student may charge for meals if his/her account has an insufficient balance to cover the charge. However, no account will be allowed to exceed a significant negative balance owed in excess of the equivalent of the cost of three lunches as established in School Board policy. Staff members and adult community residents shall not be permitted to charge meals. A student whose account has a significant negative balance may not charge or purchase "à la carte" items, including extra main course entrées. If a student has a significant negative lunch account balance, s/he shall be provided a regular reimbursable meal that follows the USDA meal pattern, the cost of which shall continue to accrue to his/her significant negative balance. Parents will be initially notified by email or letter of a negative balance in their student's account upon occurrence. Negative balances are expected to be corrected upon the notification by school authorities. The Cafeteria Managers will be responsible for making this initial notification to parents. If an account balance remains negative and the balance owed becomes in excess of \$25, the Cafeteria Manager will not only continue contacting the parent via email or letter, but begin contacting the parent by phone.

If the negative balance is not brought to a positive balance within ten days of these efforts, the Corporation will take action to collect the unpaid debt by means of collection agencies. Debts which remain uncollectible after all of the above efforts have been made shall be classified as bad debt and may be removed from accounts receivable in accordance with Board Policy 6151. If a student withdraws or graduates from the Corporation and has a positive balance of less than \$10, the balance may be receipted into the school lunch fund where the school lunch program funds are maintained unless the parent requests a refund. If a student withdraws or graduates with a positive balance greater than \$10, the parents shall be notified by mail and given the option of receiving a refund within forty-five. If no response is received within forty-five the account will be closed, and the funds will no longer be available. Unclaimed balances will be transferred to the school lunch fund where the school lunch program funds are maintained. © NEOLA 2017

Crown Point Meal Charge Policy

Meal Prices are as follows:

Breakfast in all schools	\$1.50	Reduced Breakfast in all schools	\$.30
Lunch Elementary School	\$2.25	Reduced Lunch in all schools	\$.40
Lunch Middle School	\$2.45		
Lunch High School	\$2.65		

School Board Policy 8531.02 – PROCEDURE FOR STUDENT LUNCH/MEAL ACCOUNTS

The National School Lunch Program (NSLP) requires school food authorities to establish written procedures for meal charges. The Crown Point Community School Corporation will adhere to the following meal charge procedure.

All cafeteria purchases are to be prepaid before meal service begins. Parents may send payment three different ways:

- A. Send cash in an envelope with student's name on it.
- B. Households can prepay their student accounts online by visiting my mealtime.com.
- C. Parents can also send in a check for any amount of meals desired.

If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted.

A student who has charged a meal may not charge or purchase "ala carte" items, including extra main entrees.

The food service manager or other school personnel will coordinate communications with the parent(s)/guardian(s) to resolve the matter of unpaid charges. The automated call system will notify parents every week of any outstanding negative balances in the student's lunch / meal account. Students who owe \$10.00 will receive a second call each week. The food service manager will also send home letters each week to parents of students who carry negative balances every week.

When the student balance reaches \$15.00, a food service staff member will send a letter to the family stating the balance needs to be paid. The letter will also include a message stating negative accounts of \$30.00 will be turned in to the business office to proceed with collections. A free and reduced application will be included with the letter.

Negative balances of thirty dollars (\$30.00) or more not paid in full will force the Corporation to take action to collect unpaid funds by means of collection agencies, small claims court, or any other legal method deemed necessary by the Corporation. If financial household concerns occur, parents should notify the Food Service Director.

Fees occurred from the collection process will be charged back to the parent.

Students who graduate or withdraw from the corporation and have ten dollars (\$10) or more left in their lunch/meal food service account the funds will be transferred to their sibling. Students without siblings will be notified by mail by food services at graduation or withdraw date the option to receive a refund. If no response is received within five (5) days the student's lunch/meal account will close and the funds will no longer be available. Unclaimed remaining balances will be transferred to the 080 fund.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Food & Nutrition Services – Center Grove Comm School Corp
CHARGE PROCEDURE/COLLECTION PROCEDURE/INACTIVE ACCOUNT PROCEDURE

USDA Policy Memorandum SP 46-2016 requires all School Food Authorities (SFAs) operating federal school meal programs to have a written and clearly communicated procedure to address unpaid meal charges by July 1, 2017.

Unpaid Meal Charge Procedure

- Must explain how the SFA will handle situations where children eligible to receive reduced price or paid meals do not have money in their account or in hand to cover the cost of their meal at the time of service.
 - If a child has money to purchase a reduced price or paid meal at the time of the meal service, the child must be provided a meal. SFAs may not use the child’s money to repay previously unpaid charges if the child intended to use the money to purchase that day’s meal.
- Should be implemented and enforced SFA-wide.
- Local discretion to vary procedure based on student grade level.
- Must be provided in writing (mail, email, back-to-school packet, etc.) to all households at the start of each school year and to households transferring to the school district during the school year.
- Must be provided in writing to all school or SFA-level staff who are responsible for procedure enforcement. SFAs are encouraged to provide information about the procedure to principals and other school or district administrators to ensure the procedure is supported.

GOALS:

- ◆ To encourage parents to assume appropriate parental responsibilities
- ◆ To treat all students with dignity about their meal account in the serving line
- ◆ To create positive situations with staff, students and parents
- ◆ To provide age appropriate policies
- ◆ To establish a consistent district procedure regarding charges and collection of charges

PROCESS AND PROCEDURE:

	<i>Elementary</i>	<i>Middle and High School</i>
Number of Outstanding Charges Permitted *Diet Restriction Students- Accommodations are made for students with special dietary needs. Paperwork must be on file with the Food & Nutrition Office.	In grades K-5, a student may charge the equivalent current value of three lunches and two breakfasts. At lunch, a courtesy meal of a ham or turkey and cheese sandwich, a fruit, a vegetable and milk are available for the price of a meal until the outstanding balance is paid. There is no courtesy meal at breakfast, students receive the menued meal. Charges are not permitted for a la carte items or extra milk.	Grades 6-12 do not allow charges for full meals. At lunch, a courtesy meal of a ham or turkey and cheese sandwich, a fruit, a vegetable and milk are available for the price of a meal until the outstanding balance is paid. There is no courtesy meal at breakfast, students receive the menued meal. Charges are not permitted for a la carte items or extra milk. In order to expedite the line speed, a “no cash back policy” has been implemented for MS and HS students. Any remaining cash paid at the register will go into the student’s account instead of refunding.
Notifications to Student of Account Balance	Verbal reminder: Cashiers inform students of low balances. Written reminder: Managers notify parents of low balance accounts via email (when available) or letter via USPS. Parents are encouraged to receive low balance reminders with Efund free of charge. Skyward also sends out low balance emails. Negative balances calls are made through Skylert every night before a school day.	Verbal reminder: Cashiers inform students of low balances. Written reminder: Managers notify parents of low balance accounts via email (when available) or letter via USPS. Parents are encouraged to receive low balance reminders with Efund free of charge. Skyward also sends out low balance emails. Negative balances calls are made through Skylert every night before a school day.

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Negative Balance Notifications	The Food Service Office sends letters to households monthly with account balances greater than (-\$10.00).	The Food Service Office sends letters to households monthly with account balances greater than (-\$10.00).
Collections of Unpaid Debt	At the end of each month, any account that is greater than (-\$20.00) will be sent a final negative balance letter. If the debt is not paid to the Food & Nutrition department within 30 days of the sent letter, the account is turned over to a collection agency. All debt amounts turned over to the collection agency are zeroed out in the student account. A record is kept listing the negative balances. If payment is made on the debt, the money is receipted into the "Other Revenue" account.	At the end of each month, any account that is greater than (-\$20.00) will be sent a final negative balance letter. If the debt is not paid to the Food & Nutrition department within 30 days of the sent letter, the account is turned over to a collection agency. All debt amounts turned over to the collection agency are zeroed out in the student account. A record is kept listing the negative balances. If payment is made on the debt, the money is receipted into the "Other Revenue" account.
Inactive Accounts	At the close of each month, inactive accounts (withdrawn or graduated students) with a negative balance of (-\$20.00) or greater will be included in the "Collections of Unpaid Debt" process. In the event of a positive account, the balance will be transferred to an active sibling within the district. A request for refund on positive accounts will be granted with a written request at the school level within 30 days of the end of year or 30 days after the date the student leaves the district. After 30 days, inactive account balances are closed and zeroed out and parents would need to contact the food service department for a refund request. The balance is receipted back into the "John Doe", Account in the 8400 Account.	At the close of each month, inactive accounts (withdrawn or graduated students) with a negative balance of (-\$20.00) or greater will be included in the "Collections of Unpaid Debt" process. In the event of a positive account, the balance will be transferred to an active sibling within the district. A request for refund on positive accounts will be granted with a written request at the school level within 30 days of the end of year or 30 days after the date the student leaves the district. After 30 days, inactive account balances are closed and zeroed out and parents would need to contact the food service department for a refund request. The balance is receipted back into the "John Doe", Account in the 8400 Account.
End of Year Balances (Rollover)	Funds remaining in the active students' meal account at the end of each school year (or negative balances less than -\$20.00) will automatically be applied to the students' balance for the next school year.	Funds remaining in the active students' meal account at the end of each school year (or negative balances less than -\$20.00) will automatically be applied to the students' balance for the next school year.

Carmel Clay Schools Meal Charge Policy as of May 10, 2018

obw@met@yaho.com x Dashboard x Avia-Lunch Sharing Info x EZ-SchoolPay/Refunds x

It also gives parents the peace of mind or not having to worry about looking for lunch money every day or worry that it might get lost, stolen or used for other things other than lunch.

DISTRICT PAYMENT SCHEDULE 2017-2018

Cafeteria payments are accepted in the following forms:

- Online (FREE for parents at www.EZSchoolPay.com)
- Cash or Check

Charging Policy

Elementary Level

- A student may charge up to three full days (breakfast & lunch).
- Charges are not permitted beyond a negative balance of \$12.00 or a negative balance of \$1.20 for reduced-price eligible students.

Middle School Level

- A student may charge up to two full days (breakfast & lunch).
- Charges are not permitted beyond a negative balance of \$8.00 or a negative balance of \$1.20 for reduced-price eligible students.

High School Level

- A student may charge up to one full day (breakfast & lunch).
- Charges are not permitted beyond a negative balance of \$4.00 or a negative balance of \$1.20 for reduced-price eligible students.

It is a parent's responsibility to see that their child has a home packed lunch, cash/check or money in their account.

Center Grove Char...pdf ^ 20170514111531820.pdf ^ Kankakee Meal Ch...pdf ^ Show all

Type here to search 7:16 AM 5/10/2018

MSD Warren Township Meal Charge Policy as of May 10, 2018

975 NORTH POST ROAD, INDIANAPOLIS, IN 46219 317.859.4300

DISTRICT REFERENDUM NEWSROOMS ACADEMICS PARENTS STAFF STUDENT LIFE

WARREN RACE TO THE TOP DISTRICT

Lunch ~ \$2.30, \$2.85, \$3.10, \$3.55; Reduced price ~ \$.40

High School (9-12)
 Universal Breakfast ~ no charge
 Lunch ~ \$2.30, \$2.85, \$3.10, \$3.55; Reduced price ~ \$.40

Food Charge Policy (approved 8.2014)
 Students in grades K-8 will be allowed a maximum of \$10 outstanding charge for lunch and high school students are allowed to charge 2 meals after which the child will be provided with a peanut butter sandwich*, fruit and vegetable, and milk at the cost of \$.50 per lunch. There will be no charges for breakfast or ala carte items.
 *If there is an allergy to peanuts, a cheese sandwich will be supplied.

- District Food Service Wellness Policy
- 2017-18 Free and Reduced Application
- 2017-18 Free and Reduced Application (Spanish)

*Free and Reduced Applications are available starting at registration until the close of each school year and may be turned in at your child's school or at the Warren Education and Community Center Food Service office, 975 N Post Road.

https://www.doe.in.gov/sites/default/files/nutrition/parent-ovs-lunch-and-breakfast_0.pdf

Click to Learn More About Our Programs:

- CACFP Building For the Future Flyer

Center Grove Char...pdf ^ Crown Point Meal...pdf ^ 201708141153182018f ^ Frankfort Charging...pdf ^ Kankakee Meal Ch...pdf ^

Type here to search

School Menus

7:17 AM 5/10/2018

Fort Wayne County Schools Meal Charge Policy as of May 10, 2018

https://foodservice.fwcs.k12.in.us/price.php (260)467-2055

Lunch Prices

FWCS meals served as part of the National School Lunch and Breakfast Programs are offered to students at the following prices:

- Elementary Breakfast: No Charge
- Elementary Lunch: No Charge
- Middle School Breakfast: No Charge
- Middle School Lunch: No Charge
- Centers for Academic Success: No Charge
- High School Breakfast: \$1.20
- High School Lunch: \$1.60
- A* la Carte Milk: \$.50
- Adult Lunch: \$3.40

Online Meal Payment

You can now pay for your students' meals online!

- Access [MySchoolBucks.com](https://myschoolbucks.com) by clicking the link.
- Things to know:
 - From this site you will create your account and add money to your child's school meal account. All you need is your child's name, student ID number, and school ZIP code.
 - If you have more than one child in the District you can handle all online payments from the same online account.
 - Payments may be made through an existing PayPal account or with a major credit or debit card.
 - In order to cover the bank costs associated with the online prepayment service, MySchoolBucks charges a convenience fee of \$1.95 per transaction. Parents placing money into multiple meal accounts will only be assessed the \$1.95 fee once per deposit transaction.

Other Payment Options

In addition to the new online payment system, Nutrition Services accepts cash and check as payment options for meals. We encourage students to put money on account at the beginning of the school year. Parents may specify how money on account is used - for meals & a la carte items or for meals only.

Charge Policies

Elementary

- Charges for a* la carte purchases are not permitted

Secondary

- No charges are allowed. Cafeteria Managers will instruct students to borrow money from a friend or call his/her parent or guardian requesting money.

All unpaid charges at the end of the school year will remain on the student's account the next year - it is the parent's responsibility to pay these charges.

Home | [Menus](#) | [Prices & Payment](#) | [Current Events](#) | [Nutrition Ed](#) | [Wellness](#) | [Process Center](#) | [Maintained by Technology](#)

fortwayneschools.org
Page last updated: Friday, July 14, 2017

Search All FWCS Files
[Frankfort Charging...pdf](#)
[Kankakee Meal Ch...pdf](#)
[Select Language](#)

Center Grove Char...pdf
 Crown Point Meal...pdf
 2017081411531620.tif

Type here to search

7:18 AM 5/10/2018

Lawrence Township Schools

Food & Nutrition Services Charge Procedure

To avoid charging, parents/guardians are encouraged to monitor and/or pay their child's meal account online by signing up at paypams.com. It is the parent/guardians responsibility to pay for or pack a child's lunch when sending them to school. However, the School Food Service Program recognizes there might be occasions when a parent/guardian forgets to do so and therefore, as a courtesy to families an alternate meal will always be provided based on our belief that a hungry child cannot learn.

The following charge policy is in place:

- Unlimited alternative (emergency) breakfast and lunches will be provided.
- All unpaid charges will be carried forward to the next school year and count toward the students ability to charge.
- Money remaining in a student's account will be carried forward to the next school year.
- Students are not permitted to purchase a la carte items if they owe any unpaid charges.

ELC/Elementary Students:

- A \$50 debt limit prior to an alternative (emergency) breakfast or lunch is offered.

Middle and High School Students:

- There is no charging permitted.

Additional Information:

- An alternative (emergency) breakfast consists of a piece of fruit and white milk. Students receiving this meal will be charged \$0.50 to their account.
- An alternative (emergency) lunch consists of a peanut butter sandwich on whole grain bread and white milk. Students receiving this meal will be charged \$0.75 to their account.
- The Free and Reduced Meal Program is available for families experiencing financial difficulties. Apply online at www.paypams.com/onlineapp

Appendix A: 61 ISC- Unpaid Meal Debt Provided and Meal Charge Policy Posted

Adults/Staff

- There is no charging permitted.

Unpaid Charges

To avoid unpaid charges, parents/guardians are encouraged to monitor and/or pay on their child's meal account at paypams.com. Schools recognize the importance of eating a healthy meal while at school, and have worked with their cafeteria manager on a plan to remind parents when charges are near their limit. Once the student nears his/her charging limit, the cafeteria manager, teacher, counselor, principal, or resource center will provide all of the following reminders in an effort to help the student continue to receive school meals:

- Student receives a verbal reminder
- Parent/guardian receives a written note or letter via the student
- Telephone call

Since it is not a wise fiscal practice for School Food Service to carry over unpaid charges from year to year, parents/guardians must be responsible and pay off their child's account. Any unpaid charges at the end of the school year remain the responsibility of the parent/guardian and will follow the student to the next school year.

Appendix B

<u>SPONSOR#</u>	<u>SPONSORNME</u>	<u>SITENME</u>
0235	Fort Wayne Community Schools	Blackhawk Middle School
0235	Fort Wayne Community Schools	Towles Intermediate School
0235	Fort Wayne Community Schools	Jefferson Middle School
0235	Fort Wayne Community Schools	Kekionga Middle School
0235	Fort Wayne Community Schools	Lakeside Middle School
0235	Fort Wayne Community Schools	Lane Middle School
0235	Fort Wayne Community Schools	Memorial Park Middle School
0235	Fort Wayne Community Schools	Miami Middle
0235	Fort Wayne Community Schools	Northwood Middle
0235	Fort Wayne Community Schools	Portage Middle School
0235	Fort Wayne Community Schools	Weisser Park Elementary
0235	Fort Wayne Community Schools	Fairfield Elementary
0235	Fort Wayne Community Schools	Abbett Elementary
0235	Fort Wayne Community Schools	Adams Elementary
0235	Fort Wayne Community Schools	Bloomingtondale Elementary
0235	Fort Wayne Community Schools	Bunche Early Childhood Center
0235	Fort Wayne Community Schools	Brentwood Elementary
0235	Fort Wayne Community Schools	Croninger Elementary
0235	Fort Wayne Community Schools	Forest Park Elementary
0235	Fort Wayne Community Schools	Franke Park Elementary
0235	Fort Wayne Community Schools	Glenwood Park Elementary
0235	Fort Wayne Community Schools	Haley Elementary
0235	Fort Wayne Community Schools	Harrison Hill Elementary
0235	Fort Wayne Community Schools	Holland Elementary
0235	Fort Wayne Community Schools	Indian Village Elementary ESY
0235	Fort Wayne Community Schools	Irwin Elementary
0235	Fort Wayne Community Schools	Lindley Elementary
0235	Fort Wayne Community Schools	Maplewood Elementary
0235	Fort Wayne Community Schools	Shambaugh Elementary
0235	Fort Wayne Community Schools	Northcrest Elementary
0235	Fort Wayne Community Schools	Price Elementary
0235	Fort Wayne Community Schools	St. Joe Central Elementary
0235	Fort Wayne Community Schools	Harris Elementary
0235	Fort Wayne Community Schools	Shawnee Middle School
0235	Fort Wayne Community Schools	Whitney M Young Early Childhood
0235	Fort Wayne Community Schools	Levan Scott Elementary School
0235	Fort Wayne Community Schools	South Wayne Elementary
0235	Fort Wayne Community Schools	Study Elementary School
0235	Fort Wayne Community Schools	Washington Elementary School
0235	Fort Wayne Community Schools	Washington Center Elementary
0235	Fort Wayne Community Schools	Lincoln Elementary
0235	Fort Wayne Community Schools	Waynedale Elementary
0235	Fort Wayne Community Schools	Arlington Elementary
0235	Fort Wayne Community Schools	Center for Academic Success at Anthis

Appendix B

0235	Fort Wayne Community Schools	Center for Academic Success at Nebraska
1010	Greater Clark County Schools	Maple Elementary School
1010	Greater Clark County Schools	Spring Hill Elementary School
1010	Greater Clark County Schools	Corden Porter
1010	Greater Clark County Schools	Clark County Middle High School
2305	Elkhart Community Schools	Woodland Elem. School
2315	Goshen Community Schools	Chamberlain Elementary School
2315	Goshen Community Schools	Chandler Elementary School
2315	Goshen Community Schools	West Goshen Elementary School
2400	New Albany-Floyd County Cons School Corporation	Fairmount School
2400	New Albany-Floyd County Cons School Corporation	Green Valley Elementary School
2400	New Albany-Floyd County Cons School Corporation	S. Ellen Jones Elem. School
2865	Marion Community Schools	Justice Middle School
2865	Marion Community Schools	Marion High School
2865	Marion Community Schools	McCulloch Middle School
2865	Marion Community Schools	Allen Elementary School
2865	Marion Community Schools	Kendall Elementary School
2865	Marion Community Schools	Riverview Elementary School
2865	Marion Community Schools	Frances Slocum Elementary School
3675	Seymour Community Schools	Brown Elementary School
4670	School City of East Chicago	Central High School
4670	School City of East Chicago	Carrie Gosch Elementary
4670	School City of East Chicago	Harrison Elementary School
4670	School City of East Chicago	Lincoln Elementary School
4670	School City of East Chicago	McKinley Elementary School
4670	School City of East Chicago	Washington Elementary School
4670	School City of East Chicago	J.L. Block Jr. High School
4690	Gary Community School Corporation	Roosevelt Career/Technical Academy
4690	Gary Community School Corporation	Banneker School
4690	Gary Community School Corporation	Bethune, Mary Early CDC
4690	Gary Community School Corporation	Beveridge School
4690	Gary Community School Corporation	Frankie Woods-McCullough Academy for Girls
4690	Gary Community School Corporation	Bailly School
4690	Gary Community School Corporation	Marquette Elementary School
4690	Gary Community School Corporation	Glen Park Academy for Excellence in Learning
4690	Gary Community School Corporation	West Side Leadership/ Military Academy
4690	Gary Community School Corporation	William A Wirt/Emerson VPA Academy
4690	Gary Community School Corporation	Williams Elementary School
4690	Gary Community School Corporation	Career Resource Center
4710	School City of Hammond	Hess Elementary School
4710	School City of Hammond	Columbia Elementary School
4710	School City of Hammond	Edison Elementary School
4710	School City of Hammond	Franklin Elementary School

Appendix B

4710	School City of Hammond	Harding Elementary School
4710	School City of Hammond	Irving Elementary School
4710	School City of Hammond	Jefferson Elementary School
4710	School City of Hammond	Kenwood Elementary School
4710	School City of Hammond	Lafayette Elementary School
4710	School City of Hammond	Lincoln Elementary School
4710	School City of Hammond	Maywood Elementary School
4710	School City of Hammond	Morton Elementary School
4710	School City of Hammond	Wallace Elementary School
4710	School City of Hammond	O'Bannon Elementary School
4710	School City of Hammond	Miller Elementary
4925	Michigan City Area Schools	Coolspring Elementary School
4925	Michigan City Area Schools	Springfield Elementary School
4925	Michigan City Area Schools	Krueger Martin T. Jr. High School
4925	Michigan City Area Schools	Barker Junior High School
4925	Michigan City Area Schools	Edgewood Elementary School
4925	Michigan City Area Schools	Lake Hills Elementary School
4925	Michigan City Area Schools	Joy Elementary School
4925	Michigan City Area Schools	Knapp Elementary School
4925	Michigan City Area Schools	Niemann Elementary School
4925	Michigan City Area Schools	Marsh Elementary School
4925	Michigan City Area Schools	Pine Elementary School
5330	MSD of Lawrence Township	Brook Park Elementary School
5330	MSD of Lawrence Township	Harrison Hill Elementary School
5330	MSD of Lawrence Township	ELC Brook Park
5330	MSD of Lawrence Township	ELC Winding Ridge
5375	MSD of Wayne Township	Lynhurst 7th & 8th Grade Center
5375	MSD of Wayne Township	Maplewood Elementary School
5375	MSD of Wayne Township	Chapel Glen Elementary
5375	MSD of Wayne Township	Garden City Elementary
5375	MSD of Wayne Township	McClelland Elementary
5375	MSD of Wayne Township	Rhoades Elementary
5375	MSD of Wayne Township	North Wayne Elementary School
5375	MSD of Wayne Township	Stout Field Elementary
5375	MSD of Wayne Township	Sanders School
5375	MSD of Wayne Township	Westlake Elementary
5375	MSD of Wayne Township	Chapelwood Elementary
5385	Indianapolis Public Schools	723 Northwest Community
5385	Indianapolis Public Schools	722 Arlington Community School
5385	Indianapolis Public Schools	716 Arsenal Technical High School
5385	Indianapolis Public Schools	718 Crispus Attucks Medical Magnet HS
5385	Indianapolis Public Schools	717 Broad Ripple High School
5385	Indianapolis Public Schools	714 Shortridge School
5385	Indianapolis Public Schools	315 Cold Spring School
5385	Indianapolis Public Schools	014 Washington Irving School 14
5385	Indianapolis Public Schools	015 Thomas D Gregg School 15

Appendix B

5385 Indianapolis Public Schools	524 John Marshall Middle School
5385 Indianapolis Public Schools	528 Longfellow Magnet Middle School 28
5385 Indianapolis Public Schools	031 James A Garfield School 31
5385 Indianapolis Public Schools	034 Eleanor Skillen School 34
5385 Indianapolis Public Schools	370 Center for Inquiry IV
5385 Indianapolis Public Schools	039 William McKinley School 39
5385 Indianapolis Public Schools	042 Elder W Diggs School 42
5385 Indianapolis Public Schools	043 James Whitcomb Riley School 43
5385 Indianapolis Public Schools	044 Riverside School 44
5385 Indianapolis Public Schools	346 Daniel Webster School 46
5385 Indianapolis Public Schools	048 Louis B Russell Jr School 48
5385 Indianapolis Public Schools	049 William Penn School 49
5385 Indianapolis Public Schools	051 James Russell Lowell School 51
5385 Indianapolis Public Schools	054 Brookside School 54
5385 Indianapolis Public Schools	055 Eliza A Blaker School 55
5385 Indianapolis Public Schools	356 Frances W Parker School 56
5385 Indianapolis Public Schools	057 George W Julian School 57
5385 Indianapolis Public Schools	058 Ralph Waldo Emerson School 58
5385 Indianapolis Public Schools	359 Merle Sidener Gifted Academy
5385 Indianapolis Public Schools	060 William A Bell School 60
5385 Indianapolis Public Schools	063 Wendell Phillips School 63
5385 Indianapolis Public Schools	065 Raymond F Brandes School 65
5385 Indianapolis Public Schools	367 Stephen Collins Foster School 67
5385 Indianapolis Public Schools	069 Joyce Kilmer School 69
5385 Indianapolis Public Schools	047 Edison School of the Arts
5385 Indianapolis Public Schools	074 Theodore Potter School 74
5385 Indianapolis Public Schools	079 Carl Wilde School 79
5385 Indianapolis Public Schools	082 Christian Park School 82
5385 Indianapolis Public Schools	083 Floro Torrence School 83
5385 Indianapolis Public Schools	087 George Washington Carver School 87
5385 Indianapolis Public Schools	088 Anna Brochhausen School 88
5385 Indianapolis Public Schools	090 Ernie Pyle School 90
5385 Indianapolis Public Schools	391 Rousseau McClellan School 91
5385 Indianapolis Public Schools	093 George H Fisher School 93
5385 Indianapolis Public Schools	096 Meredith Nicholson School 96
5385 Indianapolis Public Schools	072 Emma Donnan Elementary School 0
5385 Indianapolis Public Schools	501 H L Harshman School
5385 Indianapolis Public Schools	102 Francis Bellamy School 102
5385 Indianapolis Public Schools	103 Francis Scott Key School 103
5385 Indianapolis Public Schools	105 Charles W Fairbanks School 105
5385 Indianapolis Public Schools	106 Robert Lee Frost School 106
5385 Indianapolis Public Schools	107 Lew Wallace School 107
5385 Indianapolis Public Schools	109 Jonathan Jennings School 109
5385 Indianapolis Public Schools	114 Paul I Miller School 114
5385 Indianapolis Public Schools	708 Gambold School 108
5385 Indianapolis Public Schools	094 George S Buck Elementary School

Appendix B

5385	Indianapolis Public Schools	099	Arlington Woods Elementary School
5385	Indianapolis Public Schools	302	Center for Inquiry at School 2
5385	Indianapolis Public Schools	721	George Washington Community HS
5385	Indianapolis Public Schools	384	Center for Inquiry at School 84
5385	Indianapolis Public Schools	061	Clarence L Farrington School 61
5385	Indianapolis Public Schools	327	Center for Inquiry III
5385	Indianapolis Public Schools	498	New Horizons School
5385	Indianapolis Public Schools	019	Frederick Douglass School 19
5385	Indianapolis Public Schools	267	Lutherwood 2
5385	Indianapolis Public Schools		Meridian Transition
5385	Indianapolis Public Schools	795	SYF Simon Youth Academy
5635	Peru Community Schools		Peru Jr. High School
5635	Peru Community Schools		Blair Pointe Upper Elementary School
5635	Peru Community Schools		Elmwood Primary Learning Center
5740	Monroe Co Community School Corp		Fairview Elementary School
5740	Monroe Co Community School Corp		Templeton Elementary School
6260	Southwest Parke Community Schools		Montezuma Grade School
7205	South Bend Community School Corp		Hay Primary School
7205	South Bend Community School Corp		Greene Intermediate School
7205	South Bend Community School Corp		Warren Primary School
7205	South Bend Community School Corp		Clay Intermediate School
7205	South Bend Community School Corp		Darden Primary School
7205	South Bend Community School Corp		Swanson Primary School
7205	South Bend Community School Corp		Jackson Intermediate School
7205	South Bend Community School Corp		Washington High School
7205	South Bend Community School Corp		Brown Intermediate School
7205	South Bend Community School Corp		Coquillard Primary School
7205	South Bend Community School Corp		Rise Up Academy at Eggleston
7205	South Bend Community School Corp		Edison Intermediate School
7205	South Bend Community School Corp		Harrison Primary School
7205	South Bend Community School Corp		Hamilton Primary School
7205	South Bend Community School Corp		Jefferson Intermediate School
7205	South Bend Community School Corp		Kennedy Primary Academy School
7205	South Bend Community School Corp		Lafayette Primary School
7205	South Bend Community School Corp		Dickinson Intermediate School
7205	South Bend Community School Corp		Lincoln Primary School
7205	South Bend Community School Corp		McKinley Primary School
7205	South Bend Community School Corp		Madison Primary School
7205	South Bend Community School Corp		Marquette Primary School
7205	South Bend Community School Corp		Marshall Intermediate School
7205	South Bend Community School Corp		Monroe Primary School
7205	South Bend Community School Corp		Wilson School
7205	South Bend Community School Corp		Muessel Primary School
7205	South Bend Community School Corp		Navarre Intermediate School
7205	South Bend Community School Corp		Nuner Primary School
7205	South Bend Community School Corp		Perley Primary School

Appendix B

7205	South Bend Community School Corp	Stuebaker School
7205	South Bend Community School Corp	Tarkington Traditional School
7205	South Bend Community School Corp	Charles Martin School
8385	Richmond Community Schools	Test Intermediate School
8385	Richmond Community Schools	Dennis Intermediate School
8385	Richmond Community Schools	Crestdale Elementary
8385	Richmond Community Schools	Fairview Elementary
8385	Richmond Community Schools	Starr Academy
8385	Richmond Community Schools	Vaile Elementary School

Appendix C

Corp Name	2017 lunch debt (receipts - expenditures)	5000/5200 \$\$ moved into lunch fund 800. ** (or sales of securities under 6000)	Unpaid meal charge 2016	unpaid meal charge 2017	bad debt for end of 2016/2017	Notes from Email Response	Bad Debt 2017	Donations 2017	\$ from 2017 Competitive Food Sales
Adams Central Community Schools	-12,631.62	0							
Alexandria Community School Corp	-83,229.28	0							
Anderson Community School Corp	-267,808.42	0							
Argos Community Schools	-1,142.16	2,709.16	\$420.26	\$1,157.21	0/0		0	500	0
Attica Consolidated School Corp	17,603.47	0	\$25,235.23	\$8,935.94	(same as unpaid meal charge according to email)		8,935.94	0	0
Avon Community School Corp	248,695.55	214.73	\$131.10	\$228.52	0/0	Use abandoned meal accounts to pay off bad debt or to reduce unpaid meal charges	0	0	0
Barr-Reeve Community Schools Inc	3,029.97	5,000							

Appendix C

Bartholomew Con School Corp	99,481.65	2,806.25	\$1,896.19	1,425.04	(same as meal charges according to email)		1,425.04	2,768.12	0
Batesville Community School Corp	-25,209.32	9009.94							
Baugo Community Schools	-9,923.71	21							
Beech Grove City Schools	226,690.38	76,238.64							
Benton Community School Corp	-147,928.62	0							
Blackford County Schools	-332,021.61	224							
Bloomfield School District	-33,519.16	0							

Appendix C

Blue River Valley Schools	-13,082.79	67.96				<p>Email response: We write off unpaid meal charges at the end of the year.</p> <p>We had a \$32 donation from another families leftover funds in another student's account to go to unpaid charges.</p> <p>We don't do much with bad debt until we write it off at the end of the year.</p> <p>Before I got here we kept all cafeteria business at the individual schools. Now we use a contracted</p>	32		
---------------------------	------------	-------	--	--	--	---	----	--	--

Appendix C

						food vendor and pay a once- monthly invoice. We don't spend any \$\$ from the General Fund to pay of unpaid meal charges or cafeteria "debt"			
--	--	--	--	--	--	--	--	--	--

Appendix C

Bremen Public Schools	-55,980.46	1							
Brown County School Corporation	-55,541.94	37,369.41							
Brownsburg Community School Corp	156,870.81	209.6							
Brownstown Cnt Com Sch Corp	-27,513.29	0							
C A Beard Memorial School Corp	-6,395.04	21,896.78							
Cannelton City Schools	41,420.25	0							
Carmel Clay Schools	490,610.20	3,000.00	\$601.15	\$628.45	0/\$115.65		115.65	750	0
Carroll Consolidated School Corp	-6,080.25	0							
Caston School Corporation	32.78	0							
Center Grove Community School Corp	439,337.37	0	\$2,885.04	\$670.84	0		0	625	0
Centerville-Abington Com Schs	-5,410.20	0	\$1,356.21	\$1,168.27	0/0		0	0	0
Central Noble Com School Corp	6,004.75	0	\$29,298.02	\$18,511.11	~6,900 - 7,454.27/ no lunch amount provided for 2017 only textbooks			4,000	0

Appendix C

Clark-Pleasant Community Sch Corp	54,286.13	4,255.14				<p>"Unfortunately, we are behind on this policy. We have carried over balances from year to year. We just this year got our local bad debt policy passed by the School Board. We will start at the end of this school year.</p> <p>Best, Kim Combs, MS RD, SNS"</p>			
Clarksville Community School Corp	16,400.56	0							
Clay Community Schools	5,967.86	0							
Clinton Central School Corporation	-74,978.80	848.43							
Clinton Prairie School Corporation	63,207.98	0							

Appendix C

Cloverdale Community Schools	26,652.32	0							
Community Schools of Frankfort	202,025.63	0	N/A	\$750	N/A / \$210		210	0	0
Concord Community Schools	-1,159,857.71	36,560.79							
Covington Community School Corp	-1,866.91	0							
Cowan Community School Corp	-24,378.28	0							
Crawford County Community Sch Corp	-60,475.29	0							
Crawfordsville Community Schools	102,095.24	22,871.53							
Crothersville Community Schools	-33,069.97	0							
Crown Point Community School Corp	399,757.32	4,612.00	\$3,726.60	\$6,428.87	\$9461.47/ \$9559.29		9,559.29	0	9,559.29
Culver Community Schools Corp	6,930.22	0							
Daleville Community Schools	-14,457.65	300							

Appendix C

Danville Community School Corp	-66,004.55	27,443.63							
Decatur County Community Schools	104,475.78	0	\$7,040.07	\$3,677.71	0/\$1,200.25		1,200.25	1,200.25	0
DeKalb Co Ctl United Sch Dist	-99,446.30	495							
DeKalb Co Eastern Com Sch Dist	-21,116.22	0	\$481.08	\$312.79	0/0		0	312.79	0
Delaware Community School Corp	63,113.24	1,264							
Delphi Community School Corp	-91,443.87	710.22							
Dugger Union Community School Corp	27,295.48	0	\$6,799.34	\$6,861.04	2,800.45		2,800.45	0	0
Duneland School Corporation	184,215.73	0							
East Allen County Schools	-262,807.01	0							
East Gibson School Corporation	12,051.20	0							
East Noble School Corporation	215,889.32	1,340,786.76							
East Porter County School	-69,019.64	0							

Appendix C

Corp									
East Washington School Corp	-10,449.59	335,109.46							
Eastbrook Community Sch Corp	39,884.08	0							
Eastern Greene Schools	4,415.95	11,494.55				only provided the number of students and range of charges, claimed to not have any of the information we requested although they are required to have it if USDA asks for it.			
Eastern Hancock Co Com Sch Corp	-11,721.66	0							
Eastern Howard School Corporation	38,021.40	175							
Eastern Pulaski Community Sch Corp	6,343.92	208,542.29	N/A	\$1,230.08	1809.75/ N/A			300	0

Appendix C

Edinburgh Community School Corp	-3,106.46	250	\$37.70	\$18.10	0/0	donation question not answered	0		0
Elkhart Community Schools	-1,029,791.92	2,446.70				Received letter from Elkhart Attorney plan to provide end of April			
Elwood Community School Corp	37,259.42	0							
Eminence Community School Corp	-6,343.71	0							
Evansville Vanderburgh School Corp	3,052,932.85	1,604,149.13							
Fairfield Community Schools	-85,474.05	0.64							
Fayette County School Corporation	49,503.11	91.6							
Flat Rock-Hawcreek School Corp	10,831.20	-32							
Fort Wayne Community Schools	1,543,982.72	10,798.37	1014.29	858.74	same as unpaid meal charges for 16/17		858.74	0	0
Franklin Community School Corp	11,908.40	26,866.50							

Appendix C

Franklin County Community Sch Corp	53,212.49	19,149							
Franklin Township Com Sch Corp	70,341.61	500	\$9,207.39	\$9,144.59	\$4,066.08 / \$3,970.97		3,970.97		
Frankton-Lapel Community Schools	16,394.83	0							
Fremont Community Schools	24,343.54	1,800.00	0	0	0		0	591.81	0
Frontier School Corporation	3,622.32	302.65							
Garrett-Keyser-Butler Com Sch Corp	-37,808.76	0							
Gary Community School Corp	248,507.39	124,712.07	0	0	0		0	0	0
Goshen Community Schools	226,368.86	1,363.15							
Greater Clark County Schools	-44,722.17	0							

Appendix C

Greater Jasper Consolidated Schs	156,923.53	0	\$981.04	\$1,271.12	\$2,252.16 is the total of bad debt for the two academic years. Our cafeteria is financially able to absorb the loss.	Only stated could not use competitive food income to absorb bad debt. Must be using the pricing from the sale of reimbursable meals? Selling stock?	2,252.16	300	0
Greencastle Community School Corp	8,236.34	0							
Greenfield-Central Com Schools	-147,186.59	0							
Greensburg Community Schools	57,061.84	16,428.42	\$17,560.03	\$20,857.95	\$13,027.35 / \$17,415.42		17,415.42	0	0
Greenwood Community Sch Corp	77,176.91	0		less than \$1000	0	Email says changed systems so no data available			
Griffith Public Schools	-326,751.25	1,012.00							
Hamilton Community Schools	-56,672.34	0							
Hamilton Heights	133,859.83	220	\$164.75	\$173.95	0/0		0	1,057.25	0

Appendix C

School Corp									
Hamilton Southeastern Schools	-10,108.67	0							
Hanover Community School Corp	-54,736.51	490,380.37							
Huntington Co Com Sch Corp	30,888.27	0							
Indianapolis Public Schools	-3,907,239.49	28,685.97							
Irvington Community School	45,953.13	0							
Jac-Cen-Del Community Sch Corp	-83,614.08	0							
Jay School Corporation	-145,396.33	2,930.92							
Jennings County School Corporation	18,123.33	3,342	\$7,718.42	\$3,342.00	same/same as unpaid meal charges		3,342	0	0
John Glenn School Corporation	-27,213.63	659.23							
Kankakee Valley School Corp	106,083.59	301,812.00	0	0	0	Says any unpaid meal charges are paid off	0	0	0
Knox Community School Corp	-44,432.10	16.55							
Kokomo School	-300,960.44	725.63							

Appendix C

Corporation									
Lafayette School Corporation	-726,633.13	988	\$44,857.19	\$48,639.90	\$44,857.19/ \$48639.90	No policy for moving money from general fund at the two times points requested	48,639	0	0
Lake Central School Corporation	-93,912.54	0							
Lake Ridge New Tech Schools	301,564.42	0							
Lake Station Community Schools	292,820.88	0							
Lakeland School Corporation	-305,259.55	0	\$37.83	\$0	0/0		0	0	0
Lanesville Community School Corp	-7,449.53	0							
LaPorte Community School Corp	336.3	50							
Lawrenceburg Community School Corp	-51,350.48	0							
Lebanon Community School Corp	-103,379.80	918							
Lewis Cass Schools									

Appendix C

Liberty-Perry Community Sch Corp	-31,084.87	3,224.65							
Linton- Stockton School Corporation	19,971.40	0	0	0	0/0		0	402	0
Logansport Community Sch Corp	252,035.15	0	767.87	229.85	0/0		0	0	0
Loogootee Community Sch Corp	13,550.15	422.34	10762.18	9335.71	same as unpaid meal charges		9,335.71	0	0
M S D Bluffton- Harrison	8,620.01	4,269.75							
M S D Boone Township	1,010.94	6,754.31							
M S D Decatur Township	19,475.62	278.51							
M S D Lawrence Township	1,563,289.49	3,340.96	48,917.40	31,374.74	48,917.40/ 31,374.74		31,374.7 4	0	0
M S D Martinsville Schools	39,263.57	0							
M S D Mount Vernon	34,100.33	121,859.95							
M S D North Posey Co Schools	6,752.37	0							
M S D of New Durham Township	-28,295.59	171.45							

Appendix C

M S D Pike Township	-215,825.80	503,057.16				Decided to not provide any information, bc documents were not ready to go.			
M S D Shakamak Schools	68,997.90	0							
M S D Southwest Allen County Schls	-54,786.38	580.05							
M S D Steuben County	26,209.86	0	\$796.07	\$781.95	\$687.94/\$745.22		745.22	0	0
M S D Wabash County Schools	157,738.10	77,758.89	35 students = \$52.75 13 adults = \$38.85	16 students = \$26.90 5 adults = \$8.15	same/same		26.9	0	0
M S D Warren County	-8,222.77	0		0	0	answered only for 16-17 year	0	250	0
M S D Warren Township	885,468.40	0	\$42,256	\$52,381	\$3,427/\$3,581		3,581	1000	0
M S D Washington Township	-278,313.07	0							
M S D Wayne Township	684,418.20	0				Provided no information because we did not identify specific			

Appendix C

						records			
Maconaquah School Corp	81,608.32	6,004.24							
Madison Consolidated Schools	-458,159.38	1,518.75		1296.57	0/32.67	Requested 30 extra days to get us info	32.67	0	0
Madison-Grant United School Corp	-46,912.22	5,697.79							
Manchester Community Schools	374.34	8,408.69							
Marion Community Schools	233,090.92	3,535.00							
Medora Community School Corp	-26,220.62	0							
Merrillville Community School Corp	149,290.71	2,240.00							
Michigan City Area Schools	-17,375.80	2,472.39	\$1,796.81	\$6,038.33	0/0				
Middlebury Community Schools	-480,353.08	431.35	\$800.75	\$431.35.	0/0		0	0	0
Milan Community Schools	-38,180.58	0							

Appendix C

Mill Creek Community Sch Corp	-118,314.71	16.85							
Mississinewa Community School Corp	13,992.05	34.04							
Mitchell Community Schools	18,574.74	400							
Monroe Central School Corp	4,030.68	0							
Monroe County Community Sch Corp	-64,098.32	0							
Monroe-Gregg School District	-46,912.22	5,697.79							
Mooreville Con School Corp	243,301.18	0	\$329.87	\$169.36	0/0		0	0	0
Mt Vernon Community School Corp	-124,759.78	391,551.24							
Muncie Community Schools	-36,674.04	0							
Nettle Creek School Corporation	-84,863	225							
New Albany-Floyd Co Con Sch	-55,390.03	2,835							
New Castle Community School Corp	113,193.12	619.82							

Appendix C

New Prairie United School Corp	381.24	200,000.00							
Nineveh-Hensley-Jackson United	-55,130.73	3,183.63							
Noblesville Schools	-197,058.39	133,245.74							
North Adams Community Schools	43,006.45	0							
North Central Parke Comm Schl Corp	-18,069.89	0	\$1,782.24	\$829.50	0		0	0	0
North Daviess Com Schools	-36,346.63	0							
North Gibson School Corporation	21,326.42	0							
North Harrison Com School Corp	16,200.87	300							
North Judson-San Pierre Sch Corp	40,795.50	0							
North Knox School Corp	-62,721.66	0							
North Lawrence Com Schools	183,209.75	18148.9							
North Miami Community Schools	-40,527.38	5,118.43							
North Montgomery	-22,984.13	14,845.78							

Appendix C

Com Sch Corp									
North Newton School Corp	-99,793.71	200							
North Putnam Community Schools	-15,035.63	0							
North Spencer County Sch Corp	-51,670.74	0							
North Vermillion Com Sch Corp	-68,031.21	1,093.41							
North West Hendricks Schools	-2,432.70	695							
North White School Corp	29,028.12	10,917.35	\$1,276.83	\$1,723.63	\$1,276.83/\$1723.63		1723.63	0	0
Northeast Dubois Co Sch Corp	-23,706.33	0							
Northeast School Corp	-91,026.21	1,200							
Northeastern Wayne Schools	22,633.30	1,700							
Northern Wells Community Schools	-40,113.66	1,477.50							
Northwest Allen County Schools	-176,227.53	90.69							
Northwestern Con School Corp	45,463.64	800							

Appendix C

Northwestern School Corp	-138,373.66	720							
Oak Hill United School Corp	29,878.63	179.5							
Oregon-Davis School Corp	-65,238.85	765.55							
Orleans Community Schools	-646.77	0							
Paoli Community School Corp	-19,521.36	422,470.09							
Penn-Harris-Madison School Corp	-35,553.70	0							
Perry Central Com Schools Corp	-8,635.10	0							
Perry Township Schools	201,170.04	0	580,050.58	350,905.44	0/0		0		0
Peru Community Schools	-101,567.35	162.65							
Pike County School Corp	-168,586.37	2,928.27							
Pioneer Regional School Corp	43,447.83	0							
Plainfield Community School Corp	-91,119.91	389							
Plymouth Community School Corp	-51,407.78	16,592.90							

Appendix C

Portage Township Schools	58,844.69	923.78							
Porter Township School Corp	-139,348.97	0							
Prairie Heights Community Sch Corp	14,855.05	0	\$150.00	194.34	150/175		175		
Randolph Central School Corp	39,550.46	2,606.77							
Randolph Eastern School Corp	-31,360.37	110							
Randolph Southern School Corp	-14,195.02	0							
Rensselaer Central School Corp	6,412.64	231,737.91	487.16	615.3	0/0		0	0	0

Appendix C

Richland-Bean Blossom C S C	36,922.19	1,115.04	0	0	0	No, we have not moved any funds or asked for donations to cover the alternative meal. However, we have received a couple of anonymous donations for reduced student's lunches. I just do the transfers from this fund if the student is without funds the day before. Usually, the parent pays within a day or two.	0	0
Richmond Community Schools	28,388.36	0						
Rising Sun-Ohio Co Com	35,796.79	0						
River Forest Community Sch Corp	-59,326.83	0						

Appendix C

Rochester Community School Corp	63,420.93	40	\$75.36	\$177.08	\$ 22.10 / \$135.89		135.89	827.35	0
Rossville Con School District	-11,991.71	29.98	0	0	N/A	Superintendent says we did not request documents so they did not have to fulfill our requests. Since no documents exist documenting anything we asked for so the answers are 0.			
Rush County Schools	70,433.39	5,145.25							
Salem Community Schools	-26,062.64	0							
School City of East Chicago	506,273.36	0							
School City of Hammond	-3,159,465.54	670							
School City of Hobart	-150,670.34	372							
School City of Mishawaka	102,555.46	73.98							
School City of Whiting	30,769.71	338.45							

Appendix C

School Town of Highland	-397,757.22	25.3							
School Town of Munster	-42,241.68	150,100							
School Town of Speedway	-1,671.05	0							
Scott County School District 1	-109,464.91	0							
Scott County School District 2	-207,973.64	2,537.90	6,745.93	6,115.70	unpaid meal charges called as bad debt		6,115.70		0
Seymour Community Schools	-66,509.28	7,418.42							
Shelby Eastern Schools	-12,050.42	0							
Shelbyville Central Schools	-723,013.57	560							
Shenandoah School Corporation	-110,685.75	300							
Sheridan Community Schools	20,213.48	9,045.14							
Shoals Community School Corp	11,054.99	0	0	0	0		0	2,000	0
Smith-Green Community Schools	495.71	303							
South Adams Schools	-19,688.87	10,001.73							

Appendix C

South Bend Community School Corp	8,039.56	210,562.90							
South Central Com School Corp	-91,277.06	235.65							
South Dearborn Community Sch Corp	71,959.50	175,000							
South Gibson School Corporation	-14,519.34	0		\$4,300	3300 combined for both years		3300	2300	0
South Harrison Com Schools	13,544.48	716.99	\$6,661.32	\$5,753.87	N/A			0	0
South Henry School Corp	17,981.69	0							
South Knox School Corp	23,674.83	0	unknown	\$2,554.34	\$796.85/\$87.18		87.18	991.4	0
South Madison Com Sch Corp	-393,554.40	150	\$1,520.70	\$1,413.38	92.45/424.46		424.46	297.3	0
South Montgomery Com Sch Corp	-6,954.92	0	\$1,353.71	\$1,564.64	0/0		0	0	0
South Newton School Corp	-1,183.18	1,128.89							
South Putnam Community Schools	-27,439.06	2,560.37							
South Ripley Com Sch Corp	28,159.17	0							
South Spencer County Sch Corp	30,013.22	0							

Appendix C

South Vermillion Com Sch Corp	26,237.88	0							
Southeast Dubois Co Sch Corp	-81,243.62	0							
Southeast Fountain School Corp	-70,717.17	600							
Southern Hancock Co Com Sch Corp	-53,082.65	650							
Southern Wells Com Schools	203.09	10,761.08							
Southwest Dubois Co Sch Corp	60,383.19	400							
Southwest Parke Com Sch Corp	-81,735.92	0							
Southwest School Corporation	-67,197.51	0							
Southwestern Con Sch Shelby Co	5,521.60	611	\$112.14	\$358.59	0/0	Did not allow charging till second semester 2015/2016	0	250	0
Southwestern-Jefferson Co Con	-177,013.48	0							
Spencer-Owen Community Schools	-6,475.84	500							

Appendix C

Springs Valley Com School Corp	12,468.53	636.16							
Sunman-Dearborn Com Sch Corp	-11,459.57	4,232.30							
Switzerland County School Corp	-17,128.47	0							
Taylor Community School Corp	687.17	10,569.41							
Tell City-Troy Twp School Corp	-31,316.82	0							
Tippecanoe School Corp	342,903.76	0	\$438.86	\$249.12	0/0		0	915.59	0
Tippecanoe Valley School Corp	-25,462.51	9,306.43							
Tipton Community School Corp	-3,296.93	0							
Tri-Central Community Schools	-20,035.65	91.67							
Tri-County School Corporation	-5,817.35	0							
Tri-Creek School Corporation	-46,853.18	1,398.30							
Tri-Township Cons School Corp	18,572.18	0							

Appendix C

Triton School Corporation	19,350.10	900							
Twin Lakes School Corp	9,218.36	600							
Union Co/Clg Corner Joint Sch Dist	90,094.28	1,172.87							
Union School Corporation	-17,747.03	0							
Union Township School Corp	-86,635.54	0							
Union-North United School Corp	-88,198.34	350							
Valparaiso Community Schools	-216,245.44	0	17,985.17	30,413.86	0	Donation account established last year	0	0	0
Vigo County School Corp	-669,828.32	17,608.42							
Vincennes Community School Corp	130,314.71	1,728.25							
Wa-Nee Community Schools	-98,359.60	248							
Wabash City Schools	56,190.04	2,454.05							
Warrick County School Corp	85,712.51	19,087.66	\$4,584.22	\$4,325.88	389.3/0	In the past before policy school corp wrote off \$36,000	0	10,202.05	0

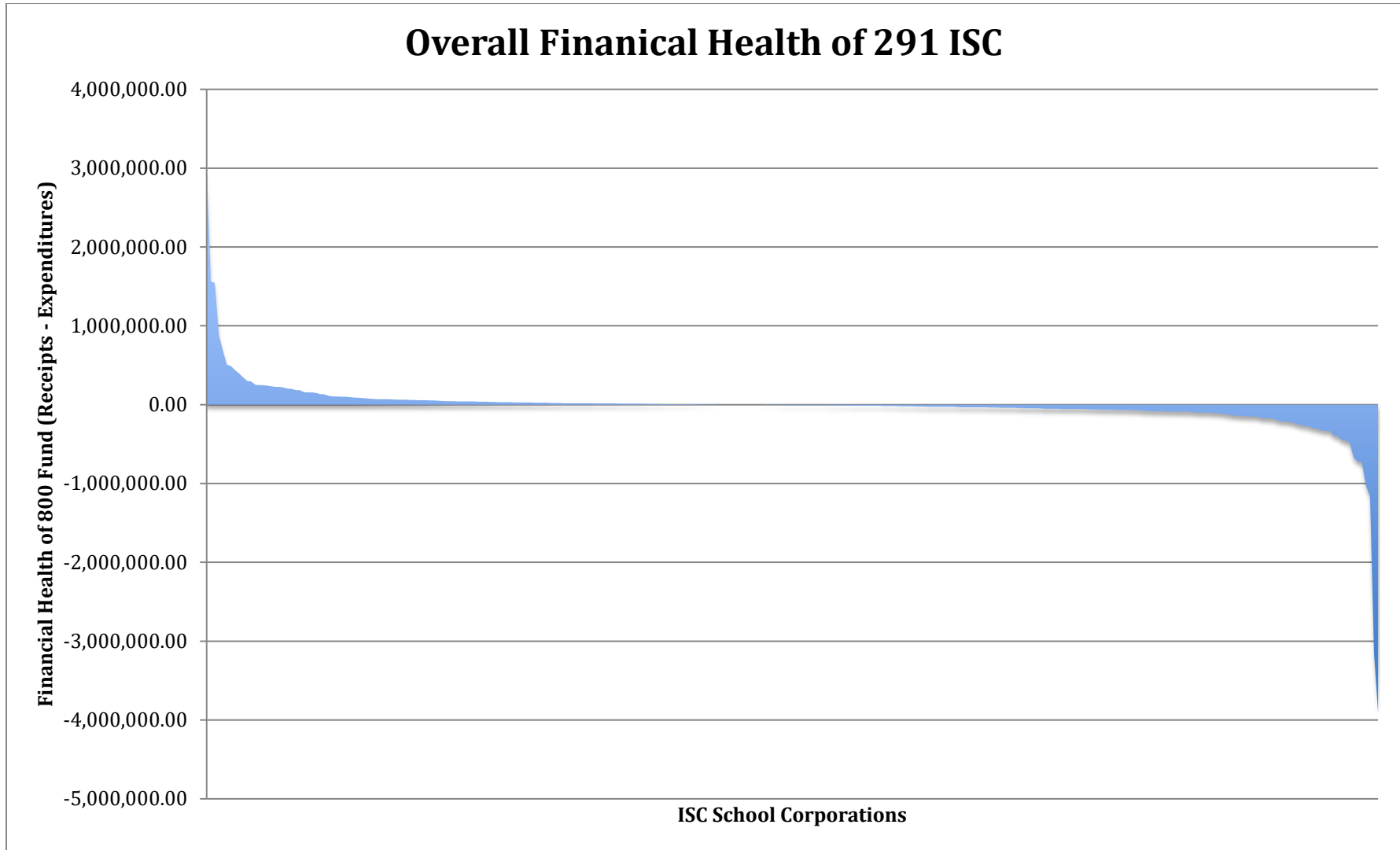
Appendix C

Warsaw Community Schools	-149,850.43	0							
Washington Community Schools	-245,788.72	3,093.19							
Wawasee Community School Corp	-172,703.84	101.66							
Wes-Del Community Schools	14,718.63	0							
West Central School Corp	-71,464.44	0							
West Clark Community Schools	-448,064.32	449.29							
West Lafayette Com School Corp	66,516.39	1,134							
West Noble School Corporation	-48,356.90	10,992.22							
West Washington School Corp	-7,361.28	34,706.41							
Western Boone Co Com Sch Dist	56,078.82	0	\$68.55	\$89.60	0/0		0	0	0
Western School Corporation	91,173.09	106.1							
Western Wayne Schools	-33,170.95	350							

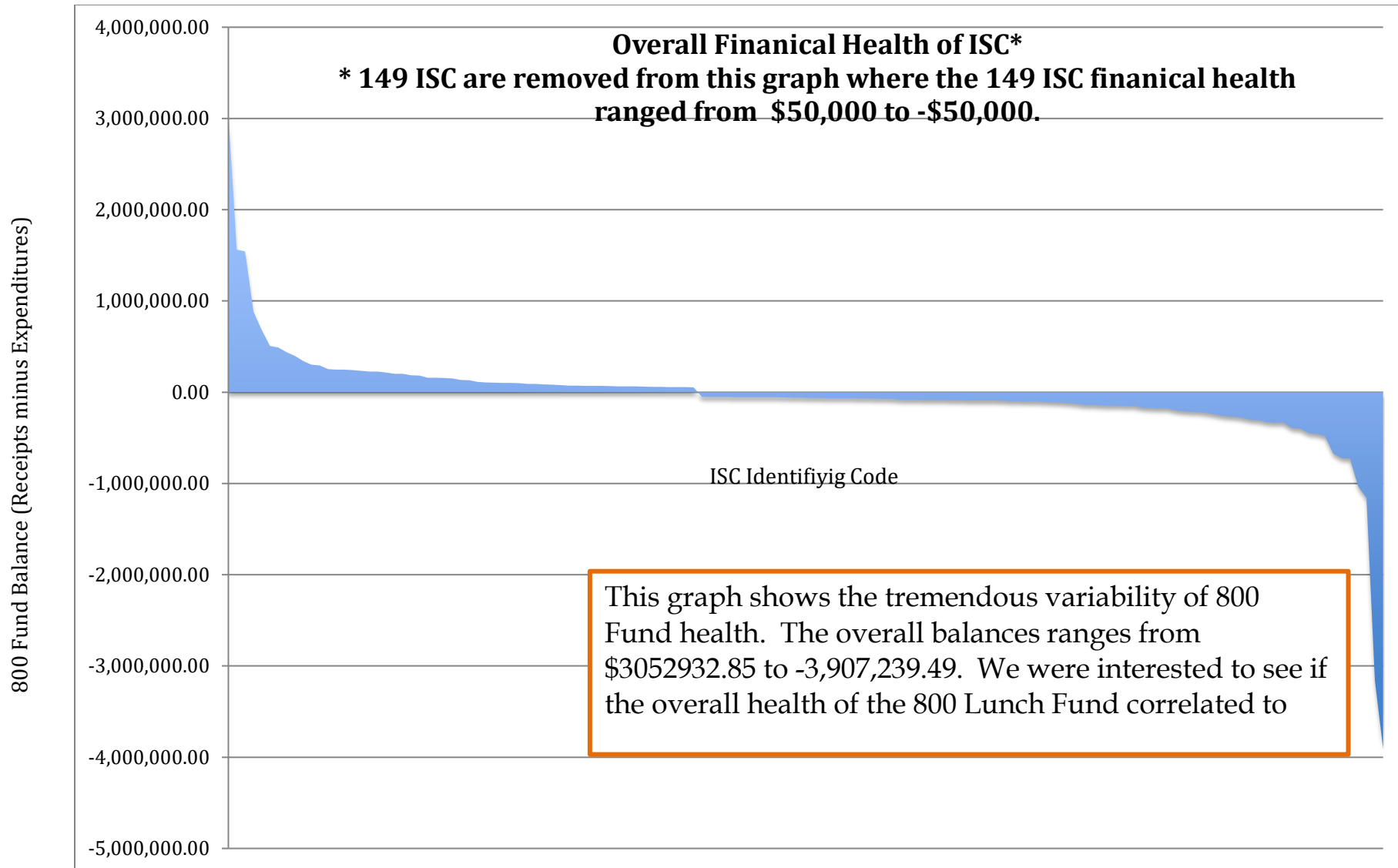
Appendix C

Westfield-Washington Schools	-8,614.30	1,385							
Westview School Corporation	-230,579.98	126.97							
White River Valley School District	-32,818.95	0							
Whitko Community School Corp	1,125.11	270.3	only elementary students may charge \$5, older students no charges	same	0		0	911.51	0
Whitley County Con Schools	70,636.77	0							
Yorktown Community Schools	-5,886.46	1,031.36	\$132.62	\$299.43	0/0		0	1309.75	0
Zionsville Community Schools	-332,744.98	220	\$2,428.31	\$2,345.96	0/0		0	0	0

Appendix D: A graph showing the trend of overall financial health of 291 ISC.



Appendix E: A graph showing the trend of overall financial health of 142 ISC.



Appendix F: Template Email

Dear Superintendent [Name],

We are third-year students participating in an Advanced Field Research Class at Indiana University McKinney School of Law. For this course, we are attempting to understand the economic pressures presently facing Indiana school lunch programs. We have diligently analyzed the 2016-2017 800 School Lunch Fund Report prepared by your school corporation; however we are unable to discern specific economic obstacles from the report.

To aid us in our research, we request your assistance to answer a few questions about the Lunch Fund Report. We sincerely appreciate your time to share this data with us. We also understand that confidential student information cannot be shared, nor do we wish to receive any confidential information.* Please answer the following questions:

1. What was the amount of unpaid meal charges for your school corporation on May 31, 2016 and May 31, 2017?
2. What was the amount of “bad debt” at the end of the 2015-2016 and 2016-2017 academic years?
3. How much money was donated from community organizations or individuals to assist with the unpaid meal charges and/or bad debt for the 2015-2016 and 2016-2017 academic years?
4. How much money was moved from the general school fund to pay off bad debt and unpaid meal charges for the academic years 2015-2016 and 2016-2017?
5. How much money was used from the sales of competitive food to pay off bad debt or unpaid meal charges for the academic years 2015-2016 and 2016-2017?

*Regarding student information: we request this information for our research and understand current Indiana law permits our access to this data. ;

Per 7 CFR 210.9(b)(17) and 7 CFR 210.15(b) the information we request in questions 2 through 5 is required to be maintained by your organization in accordance with federal guidelines.

Additionally, pursuant to the Access to Public Records Act (Ind. Code 5-14-3), we would like to obtain a copy of the following public records: (1) unpaid meal charges as of May 31, 2017; and (2) bad debt records for the school years 2015-2016 and 2016-2017.

Bad debt records include: (1) evidence of efforts to collect unpaid meal charges in accordance with the policy; (2) evidence that collection efforts fell within the timeframe and methods established by the policy; (3) financial documentation showing when the unpaid meal charge

Appendix F: Template Email

became an operating loss; and (4) evidence that the funds written off as bad debt were restored to NSFSA from non-Federal sources.

I understand if I seek a copy of this record, there may be a copying fee. Could you please inform me of that cost prior to making the copy? I may be reached by email address at: jpilcher@iupui.edu.

According to the statute, you have 7 days to respond to this request. If you choose to deny the request, you are required to respond in writing and state the statutory exception authorizing the withholding of all or part of the public record and the name and title or position of the person responsible for the denial.

Additionally, we understand that this request is coming during spring break. If Spring break is going to delay your efforts to provide this information, could you please let us know that there will be a delay and when you can expect to have the information for us?

Thank you for your assistance on this matter.

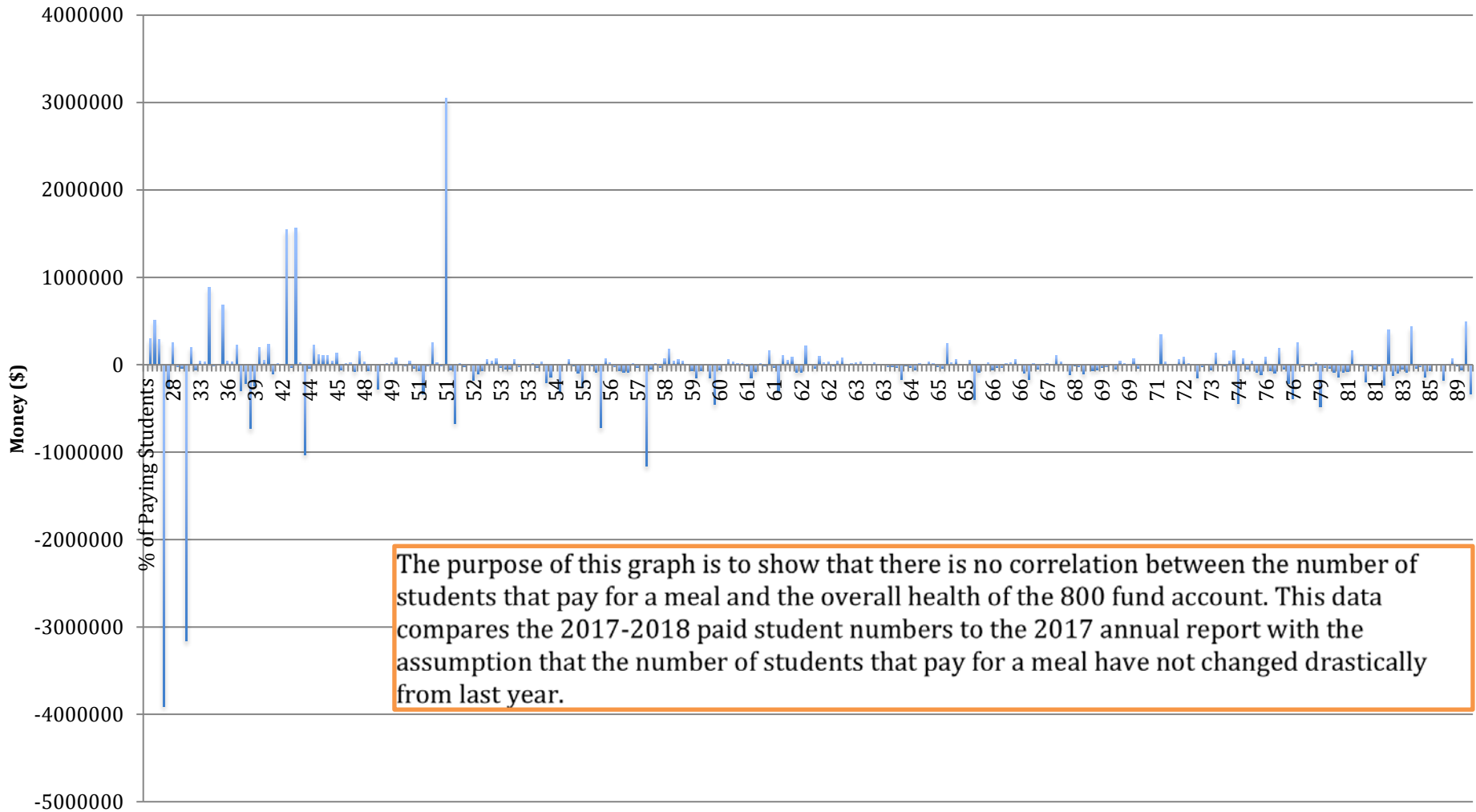
Sincerely yours,

Jessamine Pilcher and Olivia Ash

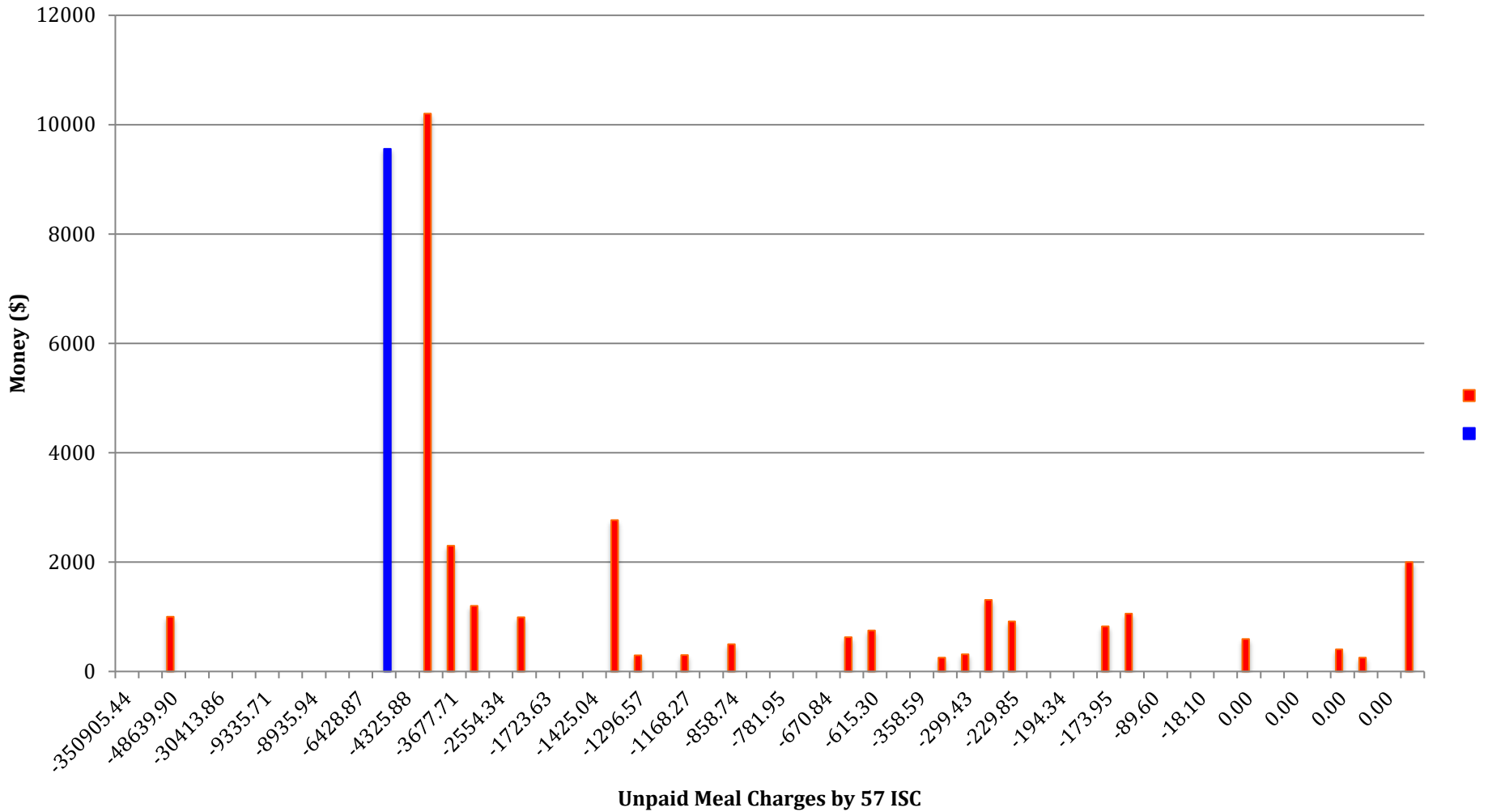
Jessamine G. Pilcher

Juris Doctorate Candidate
Indiana University Robert H. McKinney School of Law
JPilcher@iupui.edu

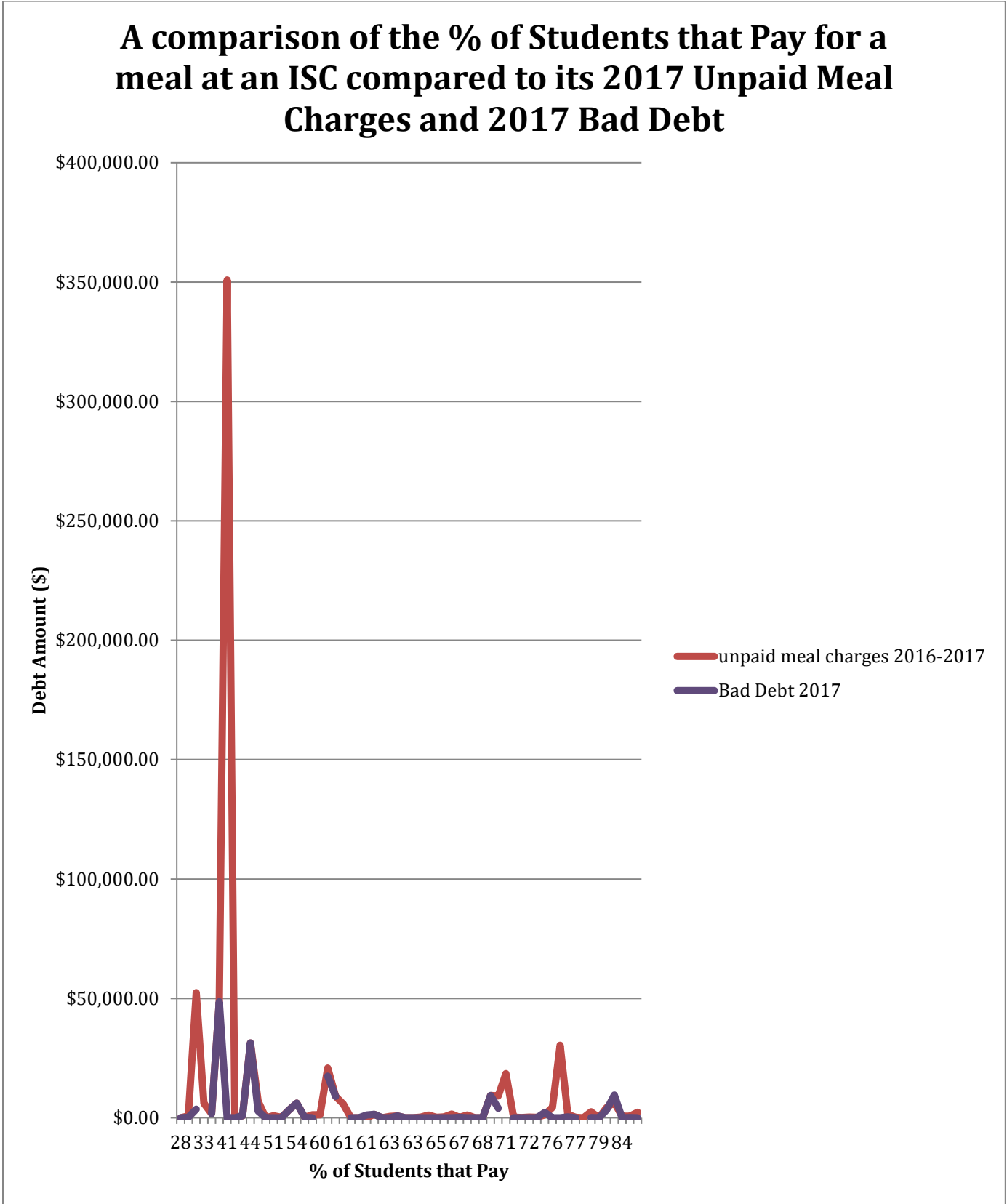
A comparison of the % of Students that Pay for a Meal to the Overall 800 Fund Balance



A Comparison of Unpaid Meal Charges to the Donations and Use of Competitive Food Sales to reimburse Bad Debt



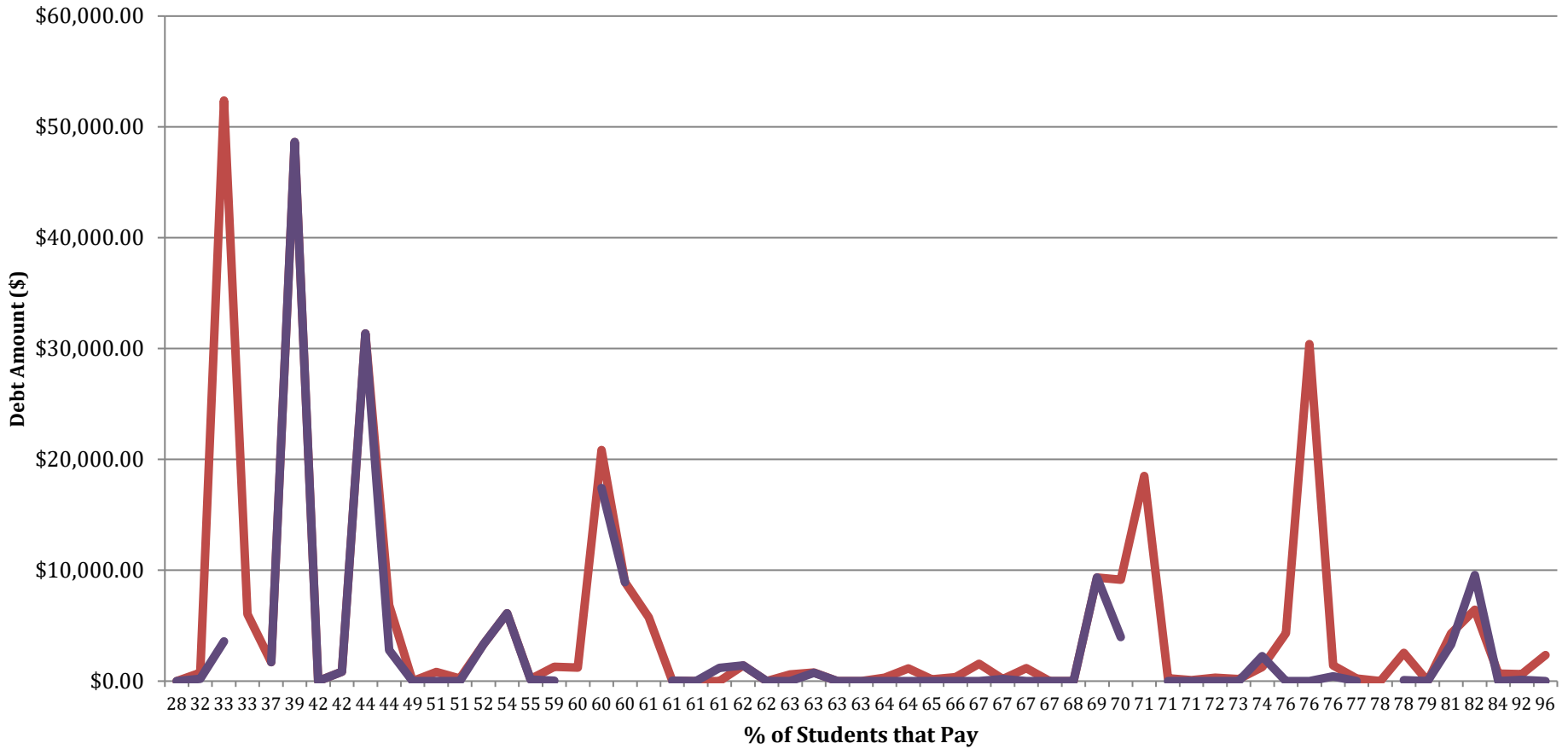
Appendix K: A graph comparing the percentage of students that pay for a meal to the ISC's 2017 unpaid meal charges and 2017 bad debt.



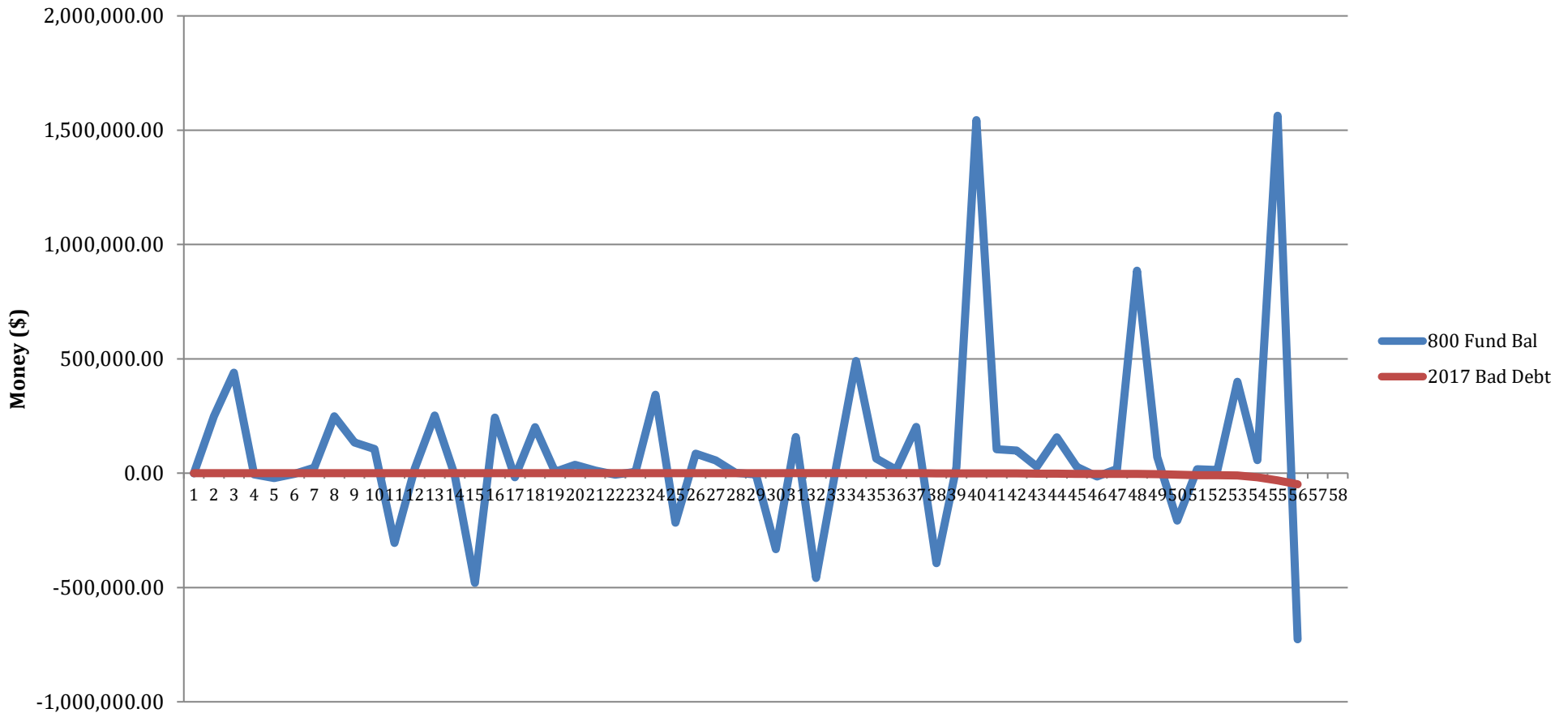
Appendix L: A graph comparing the percentage of students that pay for a meal to the ISC's 2017 unpaid meal charges and 2017 bad debt.

A comparison of the % of Students that Pay for a meal at an ISC compared to its 2017 Unpaid Meal Charges and 2017 Bad Debt

**** Data Point of about \$350,000.00 Unpaid meal charge removed from data set**

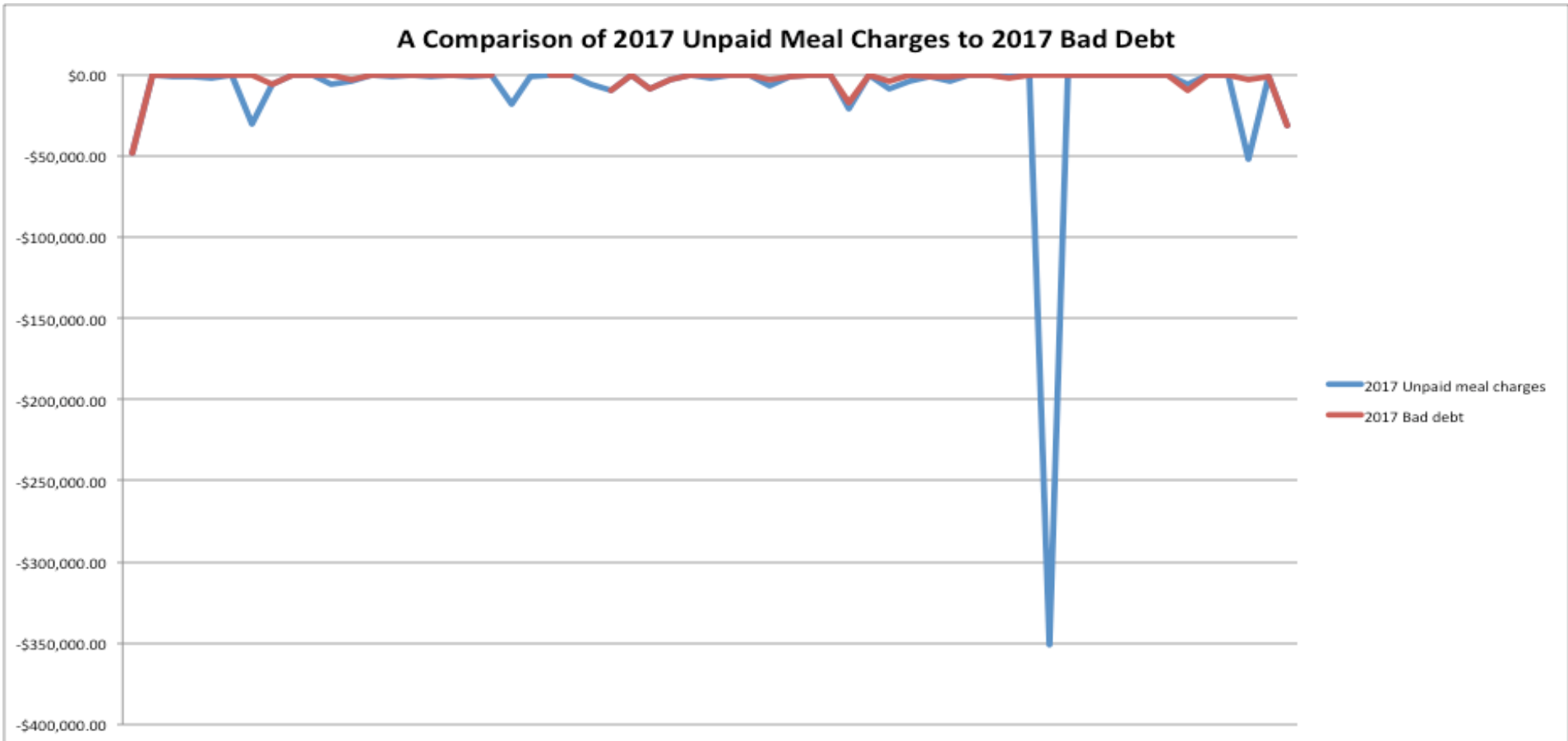


A comparison of the 800 Fund balance to the 2017 claimed Bad Debt



This graph shows that the bad debt reported by each school is a relatively small number. A table comparing these numbers is provided in Table 2, Appendix 'X'. As such, a statewide non-profit organization could collect and donate this money or the State budget may find it is reasonable to cover this cost.

Appendix N: Comparing the Unpaid Meal Charges to the Bad Debt reported in 2017



This graph shows that generally, the 2017 unpaid meal charge debt is larger than or equal to the reported bad debt for 2017. This bolsters the proposed solution that collecting and providing money to cover bad debt is a tenable goal for Indiana.

Appendix O: Annotated Master List Data 1

Corp ID	Corp Name	Free meals	Reduced price meals	Paid meals	Total Pay students	TOTAL ENROLLMENT	% of Paying Students
0015	Adams Central Community Schools	237	84	960	1044	1281	81.50
5265	Alexandria Community School Corp	678	115	736	851	1529	55.66
5275	Anderson Community School Corp	5128	585	1391	1976	7104	27.82
5470	Argos Community Schools	233	67	355	422	655	64.43
2435	Attica Consolidated School Corp	270	70	342	412	682	60.41
3315	Avon Community School Corp	2143	625	6712	7337	9480	77.39
1315	Barr-Reeve Community Schools Inc	160	106	585	691	851	81.20
0365	Bartholomew Con School Corp	4404	815	6287	7102	11506	61.72
6895	Batesville Community School Corp	488	130	1585	1715	2203	77.85
2260	Baugo Community Schools	600	181	1084	1265	1865	67.83
5380	Beech Grove City Schools	1968	294	885	1179	3147	37.46
0395	Benton Community School Corp	754	148	932	1080	1834	58.89
0515	Blackford County Schools	816	156	690	846	1662	50.90
2920	Bloomfield School District	312	59	495	554	866	63.97

Appendix O: Annotated Master List Data 1

3405	Blue River Valley Schools	262	30	373	403	665	60.60
5480	Bremen Public Schools	466	167	855	1022	1488	68.68
0670	Brown County School Corporation	807	181	1005	1186	1993	59.51
3305	Brownsburg Community School Corp	1733	505	6785	7290	9023	80.79
3695	Brownstown Cnt Com Sch Corp	544	121	935	1056	1600	66.00
3455	C A Beard Memorial School Corp	480	77	568	645	1125	57.33
6340	Cannelton City Schools	176	28	57	85	261	32.57
3060	Carmel Clay Schools	1324	393	14457	14850	16174	91.81
0750	Carroll Consolidated School Corp	331	96	683	779	1110	70.18
2650	Caston School Corporation	235	39	396	435	670	64.93
4205	Center Grove Community School Corp	1358	414	6573	6987	8345	83.73
8360	Centerville-Abington Com Schs	575	132	1047	1179	1754	67.22
6055	Central Noble Com School Corp	356	138	713	851	1207	70.51
4145	Clark-Pleasant Community Sch Corp	2367	765	3635	4400	6767	65.02
1000	Clarksville Community School Corp	813	118	462	580	1393	41.64

Appendix O: Annotated Master List Data 1

1125	Clay Community Schools	1954	406	1830	2236	4190	53.37
1150	Clinton Central School Corporation	352	67	476	543	895	60.67
1160	Clinton Prairie School Corporation	427	115	675	790	1217	64.91
6750	Cloverdale Community Schools	580	84	483	567	1147	49.43
1170	Community Schools of Frankfort	2153	300	710	1010	3163	31.93
2270	Concord Community Schools	2242	694	2334	3028	5270	57.46
2440	Covington Community School Corp	303	87	547	634	937	67.66
1900	Cowan Community School Corp	294	85	436	521	815	63.93
1300	Crawford County Community Sch Corp	825	136	563	699	1524	45.87
5855	Crawfordsville Community Schools	1399	199	956	1155	2554	45.22
3710	Crothersville Community Schools	213	41	205	246	459	53.59
4660	Crown Point Community School Corp	1516	391	6594	6985	8501	82.17
5455	Culver Community Schools Corp	361	70	325	395	756	52.25

Appendix O: Annotated Master List Data 1

1940	Daleville Community Schools	367	91	487	578	945	61.16
3325	Danville Community School Corp	597	184	1697	1881	2478	75.91
1655	Decatur County Community Schools	765	193	1028	1221	1986	61.48
1835	DeKalb Co Ctl United Sch Dist	1214	328	2062	2390	3604	66.32
1805	DeKalb Co Eastern Com Sch Dist	485	125	736	861	1346	63.97
1875	Delaware Community School Corp	902	265	1505	1770	2672	66.24
0755	Delphi Community School Corp	617	156	643	799	1416	56.43
9950	Dugger Union Community School Corp	198	25	130	155	353	43.91
6470	Duneland School Corporation	1388	270	4158	4428	5816	76.13
0255	East Allen County Schools	4365	789	4641	5430	9795	55.44
2725	East Gibson School Corporation	350	60	480	540	890	60.67
6060	East Noble School Corporation	1398	293	1955	2248	3646	61.66
6510	East Porter County School Corp	390	129	2017	2146	2536	84.62
8215	East Washington School Corp	642	80	705	785	1427	55.01
2815	Eastbrook Community Sch Corp	505	191	945	1136	1641	69.23

Appendix O: Annotated Master List Data 1

2940	Eastern Greene Schools	458	97	640	737	1195	61.67
3145	Eastern Hancock Co Com Sch Corp	323	87	815	902	1225	73.63
3480	Eastern Howard School Corporation	378	145	992	1137	1515	75.05
6620	Eastern Pulaski Community Sch Corp	518	105	666	771	1289	59.81
4215	Edinburgh Community School Corp	502	79	281	360	862	41.76
2305	Elkhart Community Schools	7194	1378	4341	5719	12913	44.29
5280	Elwood Community School Corp	1065	178	431	609	1674	36.38
5910	Eminence Community School Corp	132	22	223	245	377	64.99
7995	Evansville Vanderburgh School Corp	11085	2004	9755	11759	22844	51.48
2155	Fairfield Community Schools	364	146	1639	1785	2149	83.06
2395	Fayette County School Corporation	2069	154	1276	1430	3499	40.87
0370	Flat Rock-Hawcreek School Corp	315	84	483	567	882	64.29
0235	Fort Wayne Community Schools	16974	2707	9788	12495	29469	42.40

Appendix O: Annotated Master List Data 1

4225	Franklin Community School Corp	1702	443	2892	3335	5037	66.21
2475	Franklin County Community Sch Corp	918	241	1226	1467	2385	61.51
5310	Franklin Township Com Sch Corp	2850	869	5643	6512	9362	69.56
5245	Frankton-Lapel Community Schools	890	277	2000	2277	3167	71.90
7605	Fremont Community Schools	350	65	537	602	952	63.24
8525	Frontier School Corporation	183	49	448	497	680	73.09
1820	Garrett-Keyser-Butler Com Sch Corp	680	221	874	1095	1775	61.69
4690	Gary Community School Corp	3748	3	1477	1480	5228	28.31
2315	Goshen Community Schools	3696	675	2315	2990	6686	44.72
1010	Greater Clark County Schools	5086	852	4386	5238	10324	50.74
2120	Greater Jasper Consolidated Schs	823	245	2093	2338	3161	73.96
6755	Greencastle Community School Corp	706	167	1043	1210	1916	63.15
3125	Greenfield-Central Com Schools	1275	324	2964	3288	4563	72.06
1730	Greensburg Community Schools	871	237	1064	1301	2172	59.90

Appendix O: Annotated Master List Data 1

4245	Greenwood Community Sch Corp	1513	328	2194	2522	4035	62.50
4700	Griffith Public Schools	1118	261	1078	1339	2457	54.50
7610	Hamilton Community Schools	96	19	167	186	282	65.96
3025	Hamilton Heights School Corp	632	148	1565	1713	2345	73.05
3005	Hamilton Southeastern Schools	2365	922	18355	19277	21642	89.07
4580	Hanover Community School Corp	426	80	1786	1866	2292	81.41
3625	Huntington Co Com Sch Corp	1917	447	2805	3252	5169	62.91
5385	Indianapolis Public Schools	20086	147	7397	7544	27630	27.30
9330	Irvington Community School	543	104	347	451	994	45.37
6900	Jac-Cen-Del Community Sch Corp	327	73	452	525	852	61.62
3945	Jay School Corporation	1491	310	1449	1759	3250	54.12
4015	Jennings County School Corporation	2027	493	1697	2190	4217	51.93
7150	John Glenn School Corporation	613	178	1180	1358	1971	68.90
3785	Kankakee Valley School Corp	1107	276	2009	2285	3392	67.36
7525	Knox Community School Corp	1063	75	776	851	1914	44.46

Appendix O: Annotated Master List Data 1

3500	Kokomo School Corporation	3798	568	1824	2392	6190	38.64
7855	Lafayette School Corporation	4797	751	2321	3072	7869	39.04
4615	Lake Central School Corporation	1683	481	7422	7903	9586	82.44
4650	Lake Ridge New Tech Schools	1622	73	166	239	1861	12.84
4680	Lake Station Community Schools	908	112	201	313	1221	25.63
4535	Lakeland School Corporation	735	222	950	1172	1907	61.46
3160	Lanesville Community School Corp	99	42	630	672	771	87.16
4945	LaPorte Community School Corp	2921	612	3040	3652	6573	55.56
1620	Lawrenceburg Community School Corp	680	135	1243	1378	2058	66.96
0665	Lebanon Community School Corp	1122	326	2063	2389	3511	68.04
0815	Lewis Cass Schools	408	120	787	907	1315	68.97
1895	Liberty-Perry Community Sch Corp	520	106	607	713	1233	57.83
2950	Linton-Stockton School Corporation	537	126	745	871	1408	61.86
0875	Logansport Community Sch Corp	2082	380	1787	2167	4249	51.00

Appendix O: Annotated Master List Data 1

5525	Loogootee Community Sch Corp	251	75	494	569	820	69.39
8445	M S D Bluffton-Harrison	654	145	798	943	1597	59.05
6460	M S D Boone Township	326	96	705	801	1127	71.07
5300	M S D Decatur Township	3577	822	2413	3235	6812	47.49
5330	M S D Lawrence Township	9093	1462	5607	7069	16162	43.74
5925	M S D Martinsville Schools	1895	487	2184	2671	4566	58.50
6590	M S D Mount Vernon	781	130	1154	1284	2065	62.18
6600	M S D North Posey Co Schools	404	86	977	1063	1467	72.46
4860	M S D of New Durham Township	287	74	560	634	921	68.84
5350	M S D Pike Township	6863	1159	3231	4390	11253	39.01
2960	M S D Shakamak Schools	364	61	343	404	768	52.60
0125	M S D Southwest Allen County Schls	762	288	6321	6609	7371	89.66
7615	M S D Steuben County	1038	289	1461	1750	2788	62.77
8050	M S D Wabash County Schools	841	191	1140	1331	2172	61.28
8115	M S D Warren County	480	108	724	832	1312	63.41
5360	M S D Warren Township	8249	1260	2850	4110	12359	33.26
5370	M S D Washington Township	5896	803	4659	5462	11358	48.09

Appendix O: Annotated Master List Data 1

5375	M S D Wayne Township	10501	1932	3854	5786	16287	35.53
5615	Maconaquah School Corp	1131	198	917	1115	2246	49.64
3995	Madison Consolidated Schools	1136	239	1426	1665	2801	59.44
2825	Madison-Grant United School Corp	508	103	587	690	1198	57.60
8045	Manchester Community Schools	493	196	927	1123	1616	69.49
2865	Marion Community Schools	2240	233	1340	1573	3813	41.25
3640	Medora Community School Corp	126	13	37	50	176	28.41
4600	Merrillville Community School Corp	3421	822	2285	3107	6528	47.59
4925	Michigan City Area Schools	3656	337	1487	1824	5480	33.28
2275	Middlebury Community Schools	972	387	3182	3569	4541	78.60
6910	Milan Community Schools	404	124	620	744	1148	64.81
3335	Mill Creek Community Sch Corp	379	59	1095	1154	1533	75.28
2855	Mississinewa Community School Corp	1361	239	923	1162	2523	46.06
5085	Mitchell Community Schools	750	133	726	859	1609	53.39

Appendix O: Annotated Master List Data 1

6820	Monroe Central School Corp	397	101	588	689	1086	63.44
5740	Monroe County Community Sch Corp	3472	462	7125	7587	11059	68.60
5900	Monroe-Gregg School District	468	117	926	1043	1511	69.03
5930	Mooreville Con School Corp	1541	355	2484	2839	4380	64.82
3135	Mt Vernon Community School Corp	731	228	3144	3372	4103	82.18
1970	Muncie Community Schools	3640	424	1151	1575	5215	30.20
8305	Nettle Creek School Corporation	376	77	644	721	1097	65.72
2400	New Albany-Floyd Co Con Sch	4105	667	6687	7354	11459	64.18
3445	New Castle Community School Corp	1744	147	1274	1421	3165	44.90
4805	New Prairie United School Corp	883	204	1877	2081	2964	70.21
4255	Nineveh-Hensley-Jackson United	506	129	1233	1362	1868	72.91
3070	Noblesville Schools	1983	562	8036	8598	10581	81.26
0025	North Adams Community Schools	739	186	863	1049	1788	58.67
6375	North Central Parke Comm Schl Corp	590	95	511	606	1196	50.67
1375	North Daviess Com Schools	410	132	668	800	1210	66.12

Appendix O: Annotated Master List Data 1

2735	North Gibson School Corporation	893	221	914	1135	2028	55.97
3180	North Harrison Com School Corp	834	236	1169	1405	2239	62.75
7515	North Judson-San Pierre Sch Corp	484	58	475	533	1017	52.41
4315	North Knox School Corp	644	115	575	690	1334	51.72
5075	North Lawrence Com Schools	2049	522	2329	2851	4900	58.18
5620	North Miami Community Schools	287	111	547	658	945	69.63
5835	North Montgomery Com Sch Corp	608	149	1139	1288	1896	67.93
5945	North Newton School Corp	611	122	634	756	1367	55.30
6715	North Putnam Community Schools	536	115	773	888	1424	62.36
7385	North Spencer County Sch Corp	508	128	1392	1520	2028	74.95
8010	North Vermillion Com Sch Corp	330	74	353	427	757	56.41
3295	North West Hendricks Schools	289	101	1547	1648	1937	85.08
8515	North White School Corp	544	80	243	323	867	37.25
2040	Northeast Dubois Co Sch Corp	141	67	696	763	904	84.40
7645	Northeast School Corp	374	91	397	488	862	56.61
8375	Northeastern Wayne Schools	455	123	718	841	1296	64.89
8435	Northern Wells Community Schools	519	211	1746	1957	2476	79.04

Appendix O: Annotated Master List Data 1

0225	Northwest Allen County Schools	984	453	6135	6588	7572	87.00
7350	Northwestern Con School Corp	398	151	972	1123	1521	73.83
3470	Northwestern School Corp	361	99	1355	1454	1815	80.11
5625	Oak Hill United School Corp	510	143	1087	1230	1740	70.69
7495	Oregon-Davis School Corp	285	27	233	260	545	47.71
6145	Orleans Community Schools	341	85	401	486	827	58.77
6155	Paoli Community School Corp	680	104	631	735	1415	51.94
7175	Penn-Harris-Madison School Corp	2437	555	8442	8997	11434	78.69
6325	Perry Central Com Schools Corp	428	97	725	822	1250	65.76
5340	Perry Township Schools	9849	1950	4809	6759	16608	40.70
5635	Peru Community Schools	993	216	874	1090	2083	52.33
6445	Pike County School Corp	596	168	1012	1180	1776	66.44
0775	Pioneer Regional School Corp	360	83	516	599	959	62.46
3330	Plainfield Community School Corp	1159	363	4070	4433	5592	79.27
5485	Plymouth Community School Corp	1678	424	1457	1881	3559	52.85
6550	Portage Township Schools	3629	807	3188	3995	7624	52.40
6520	Porter Township School Corp	217	100	1091	1191	1408	84.59

Appendix O: Annotated Master List Data 1

4515	Prairie Heights Community Sch Corp	418	123	732	855	1273	67.16
6825	Randolph Central School Corp	751	103	669	772	1523	50.69
6835	Randolph Eastern School Corp	507	89	305	394	901	43.73
6805	Randolph Southern School Corp	239	39	260	299	538	55.58
3815	Rensselaer Central School Corp	598	171	829	1000	1598	62.58
5705	Richland-Bean Blossom C S C	911	180	1723	1903	2814	67.63
8385	Richmond Community Schools	3347	460	1178	1638	4985	32.86
6080	Rising Sun-Ohio Co Com	285	55	462	517	802	64.46
4590	River Forest Community Sch Corp	1119	121	405	526	1645	31.98
2645	Rochester Community School Corp	810	120	860	980	1790	54.75
1180	Rossville Con School District	213	79	693	772	985	78.38
6995	Rush County Schools	937	217	969	1186	2123	55.86
8205	Salem Community Schools	885	159	852	1011	1896	53.32
4670	School City of East Chicago	3246	230	499	729	3975	18.34
4710	School City of Hammond	9604	1154	3010	4164	13768	30.24
4730	School City of Hobart	1586	351	2093	2444	4030	60.65

Appendix O: Annotated Master List Data 1

7200	School City of Mishawaka	2946	576	1858	2434	5380	45.24
4760	School City of Whiting	625	122	447	569	1194	47.65
4720	School Town of Highland	1120	210	1899	2109	3229	65.31
4740	School Town of Munster	640	216	3183	3399	4039	84.15
5400	School Town of Speedway	970	131	759	890	1860	47.85
7230	Scott County School District 1	701	148	346	494	1195	41.34
7255	Scott County School District 2	1233	277	1175	1452	2685	54.08
3675	Seymour Community Schools	2315	363	2023	2386	4701	50.76
7285	Shelby Eastern Schools	420	108	640	748	1168	64.04
7365	Shelbyville Central Schools	1781	245	1994	2239	4020	55.70
3435	Shenandoah School Corporation	458	121	844	965	1423	67.81
3055	Sheridan Community Schools	369	80	632	712	1081	65.86
5520	Shoals Community School Corp	304	76	212	288	592	48.65
8625	Smith-Green Community Schools	261	99	836	935	1196	78.18
0035	South Adams Schools	443	90	725	815	1258	64.79
7205	South Bend Community School Corp	11664	1338	4695	6033	17697	34.09

Appendix O: Annotated Master List Data 1

4940	South Central Com School Corp	231	69	632	701	932	75.21
1600	South Dearborn Community Sch Corp	1034	166	1257	1423	2457	57.92
2765	South Gibson School Corporation	378	134	1504	1638	2016	81.25
3190	South Harrison Com Schools	1232	283	1612	1895	3127	60.60
3415	South Henry School Corp	286	85	440	525	811	64.73
4325	South Knox School Corp	266	133	837	970	1236	78.48
5255	South Madison Com Sch Corp	1069	321	3127	3448	4517	76.33
5845	South Montgomery Com Sch Corp	556	134	1001	1135	1691	67.12
5995	South Newton School Corp	461	72	357	429	890	48.20
6705	South Putnam Community Schools	409	75	655	730	1139	64.09
6865	South Ripley Com Sch Corp	550	120	520	640	1190	53.78
7445	South Spencer County Sch Corp	493	100	637	737	1230	59.92
8020	South Vermillion Com Sch Corp	847	120	771	891	1738	51.27
2100	Southeast Dubois Co Sch Corp	258	82	998	1080	1338	80.72
2455	Southeast Fountain School Corp	429	101	513	614	1043	58.87
3115	Southern Hancock Co Com Sch Corp	631	217	2835	3052	3683	82.87

Appendix O: Annotated Master List Data 1

8425	Southern Wells Com Schools	258	79	540	619	877	70.58
2110	Southwest Dubois Co Sch Corp	717	157	859	1016	1733	58.63
6260	Southwest Parke Com Sch Corp	553	82	420	502	1055	47.58
7715	Southwest School Corporation	713	142	886	1028	1741	59.05
7360	Southwestern Con Sch Shelby Co	204	42	359	401	605	66.28
4000	Southwestern- Jefferson Co Con	660	93	630	723	1383	52.28
6195	Spencer-Owen Community Schools	1162	202	1200	1402	2564	54.68
6160	Springs Valley Com School Corp	372	73	413	486	858	56.64
1560	Sunman-Dearborn Com Sch Corp	711	190	2902	3092	3803	81.30
7775	Switzerland County School Corp	734	97	677	774	1508	51.33
3460	Taylor Community School Corp	655	104	544	648	1303	49.73
6350	Tell City-Troy Twp School Corp	550	120	752	872	1422	61.32
7865	Tippecanoe School Corp	3882	839	8519	9358	13240	70.68
4445	Tippecanoe Valley School Corp	804	186	847	1033	1837	56.23
7945	Tipton Community School Corp	487	162	898	1060	1547	68.52
7935	Tri-Central Community Schools	213	80	475	555	768	72.27
8535	Tri-County School Corporation	214	92	425	517	731	70.73

Appendix O: Annotated Master List Data 1

4645	Tri-Creek School Corporation	782	203	2313	2516	3298	76.29
4915	Tri-Township Cons School Corp	123	21	226	247	370	66.76
5495	Triton School Corporation	302	79	513	592	894	66.22
8565	Twin Lakes School Corp	1148	219	1094	1313	2461	53.35
7950	Union Co/Clg Corner Joint Sch Dist	522	152	684	836	1358	61.56
6795	Union School Corporation	460	83	394	477	937	50.91
6530	Union Township School Corp	283	62	1097	1159	1442	80.37
7215	Union-North United School Corp	454	141	587	728	1182	61.59
6560	Valparaiso Community Schools	1478	332	4425	4757	6235	76.30
8030	Vigo County School Corp	7000	813	6690	7503	14503	51.73
4335	Vincennes Community School Corp	1485	180	1055	1235	2720	45.40
2285	Wa-Nee Community Schools	722	274	2005	2279	3001	75.94
8060	Wabash City Schools	725	168	646	814	1539	52.89
8130	Warrick County School Corp	2476	760	7010	7770	10246	75.83
4415	Warsaw Community Schools	2870	564	3599	4163	7033	59.19

Appendix O: Annotated Master List Data 1

1405	Washington Community Schools	1582	193	830	1023	2605	39.27
4345	Wawasee Community School Corp	1082	303	1620	1923	3005	63.99
1885	Wes-Del Community Schools	374	100	409	509	883	57.64
6630	West Central School Corp	368	71	333	404	772	52.33
0940	West Clark Community Schools	1220	313	3235	3548	4768	74.41
7875	West Lafayette Com School Corp	296	80	2000	2080	2376	87.54
6065	West Noble School Corporation	1132	304	957	1261	2393	52.70
8220	West Washington School Corp	368	66	374	440	808	54.46
0615	Western Boone Co Com Sch Dist	491	107	1114	1221	1712	71.32
3490	Western School Corporation	754	139	1777	1916	2670	71.76
8355	Western Wayne Schools	436	105	480	585	1021	57.30
3030	Westfield-Washington Schools	1103	238	6568	6806	7909	86.05
4525	Westview School Corporation	402	227	1616	1843	2245	82.09
2980	White River Valley School District	378	47	374	421	799	52.69
4455	Whitko Community School Corp	512	113	764	877	1389	63.14

Appendix O: Annotated Master List Data 1

8665	Whitley County Con Schools	908	235	2456	2691	3599	74.77
1910	Yorktown Community Schools	724	169	1696	1865	2589	72.04
0630	Zionsville Community Schools	279	87	6764	6851	7130	96.09

Appendix P: Meal Policy Analysis of the 61 ISC who Responded with Unpaid Meal data and a Posted Charge Policy

Schools with Posted Policies and Unpaid Meal Charge Data		2017 lunch debt balance (receipts-expenditures) (-) to (+)	Unpaid Meal Charges (2016-2017)	Explain Charge Procedure?	Explain Bad Debt Policy?	Charge Limit (Meals/\$) <i>*Key located at bottom of page*</i>	Option after Limit Met	Meal Policy Link
South Madison Com Sch Corp	+	-393,554.40	\$1,413.38	Y	Y	ES-3 MS/HS-1	AM	http://www.smadison.k12.in.us/UserFiles/Servers/Server_229000/File/CAFE/Meal%20Payment%20Directive%202017.pdf
Zionsville Community Schools*	-	-332,744.98	\$2,345.96	N	N	N/A	AM	https://1.cdn.edl.io/jILDgM3d7YV7zv2jGN4bZAXJFmtSlubLVZJ6tQ2Y3H2Lc4wH.pdf
Lakeland School Corporation	+	-305,259.55	\$0	Y	N	MS/HS-2	AM	https://lakeland.ss12.sharpschool.com/UserFiles/Servers/Server_513434/File/Departments/Food%20Services/2017-2018/Cafeteria%20MS-%20HS%20Purchasing%20Procedures.pdf
Valparaiso Community Schools	-	-216,245.44	30,413.86	Y	N	MS-2 HS-0	AM	http://www.valpo.k12.in.us/school_nutrition
Scott County School District 2	+	-207,973.64	6,115.70	Y	Y	Up to \$32	AM	https://www.scsd2.k12.in.us/UserFiles/Servers/Server_117756/File/StudentParents/Nutrition/SCSD2%20Meal%20Charge%20Policy.pdf
DeKalb Co Eastern Com Sch Dist	-	-21,116.22	\$312.79	N	N	N/A	N/A	http://www.dekalbeastern.com/food-services/free-reduced-price-meals
Michigan City Area Schools	-	-17,375.80	\$6,038.33	Y	N	Up to \$7	May deny meal if (-) account	https://www.mcas.k12.in.us/cms/lib/IN01001792/Centricity/Domain/57/Unpaid%20Meal%20Charge%20Policy.pdf
Blue River Valley Schools	-	-13,082.79		Y	Y	K-12 up to \$10 7-12 up to \$7.95	AM	https://docs.google.com/viewer?embedded=true&url=http%3A%2F%2Fwww.br.v.k12.in.us%2Fcafeteria%2Fschool-lunch-charge-guidelines-2017%2Ffile%3Fforce_download%3D1

Appendix P: Meal Policy Analysis of the 61 ISC who Responded with Unpaid Meal data and a Posted Charge Policy

MSD Warren County	-	-8,222.77	0	N	N	K-8 up to \$10 9-12 up to 2	AM	http://www.warren.k12.in.us/food-service
Yorktown Community Schools	+	-5,886.46	\$299.43	Y	N	ES/MS-3 HS-1 then 0	AM	http://www.schoolnutritionandfitness.com/schools/yics_0307121827014055/otherdocs/Procedures_for_Student_Meal_Accounts.pdf
Centerville-Abington Com Schs	+	-5,410.20	\$1,168.27	Y	N	Up to \$10	AM	http://www.centerville.k12.in.us/index.php/parent-resources/cafeteria-menus
Whitko Community School Corp	+	1,125.11	same	Y	N	ES-up to \$5 MS/HS-0	AM	https://drive.google.com/file/d/0Bww41GRi-5YkMHE2Z0dFQzZoM0RzTlh1RFRqcGR5WVYtdmU4/view
Southwestern Con Sch Shelby Co	-	5,521.60	\$358.59	Y	N	Receive full meal	N/A	https://sites.google.com/a/swshelby.k12.in.us/southwestern-food-service/home/southwestern-csd-food-service-administrative-guidelines
South Harrison Com Schools	+	13,544.48	\$5,753.87	Y	N	Up to \$7.80	AM	https://www.shcsc.k12.in.us/wp-content/uploads/2017/10/Meal-Prices-Payments-and-Balances-04.25.17.pdf
Prairie Heights Community Sch Corp**	+	14,855.05	194.34	Y	N	ES-\$5 MS-2 HS-0	AM	http://www.ph.k12.in.us/index.php?option=com_docman&task=cat_view&gid=56&Itemid=5
Jennings County School Corporation	+	18,123.33	\$3,342.00	Y	N	See Appendix	AM	http://www.schoolnutritionandfitness.com/index.php?sid=1605120017310543&page=menus
Linton-Stockton School Corporation	-	19,971.40	0	Y	N	No Charging Permitted	AM	http://www.lssc.k12.in.us/UserFiles/Servers/Server_385520/File/Info/Cafeteria%20Info/No%20Charge%20Policy/charge.pdf
Franklin Township Com Sch Corp	-	70,341.61	\$9,144.59	Y	N	K-5 up to 3 6-12 no permitted	AM	https://ftcsc.org/meal-prices/
Greenwood Community Sch Corp	-	77,176.91	<\$1,000	Y	Y	Up to \$5	AM	http://www.neola.com/greenwood-in/

Appendix P: Meal Policy Analysis of the 61 ISC who Responded with Unpaid Meal data and a Posted Charge Policy

Warrick County School Corp	+	85,712.51	\$4,325.88	Y	N	ES/MS-3 HS-not permitted	AM***	https://www.warrick.k12.in.us/foodnutrition/NutritionInfo/Charge%20Policy.pdf
Bartholomew Con School Corp	-	99,481.65	1,425.04	Y	N	Up to 3	AM	http://www.bcsc.k12.in.us/Page/120
Kankakee Valley School Corp	+	106,083.59	0	Y	N	Up to 2	AM**	http://www.kv.k12.in.us/userfiles/258/my%20files/mealprocedure.pdf?id=1685
Hamilton Heights School Corp	+	133,859.83	\$173.95	Y	N	ES/MS-\$5 HS-not permitted	AM	https://www.hhschuskie.org/cms/lib/IN01906622/Centricity/Domain/70/Meal%20Payment%20Directive%20Including%20Charge%20Policy.pdf
Community Schools of Frankfort	+	202,025.63	\$750	Y	N	ES/MS-5 HS-not permitted	AM	http://district.schoolnutritionandfitness.com/frankfortcs/files/Charging%20Policy%20May%202017%20no%20letters%20PDF.pdf
Avon Community School Corp	-	248,695.55	\$228.52	Y	N	K-8-2 meals 9-12-not permitted	AM	https://www.avon-schools.org/Page/8149
Tippecanoe School Corp	-	342,903.76	\$249.12	Y	Y	Significant balance will get AM	AM	http://tscschoolnutrition.com/?page=main
Crown Point Community School Corp	+	399,757.32	\$6,428.87	Y	N	May charge but no limit listed	AM	https://www.cps.k12.in.us/cms/lib/IN01000800/Centricity/Domain/21/Fd%20Srv%20nd%20page%20Policy%20charging%20letter.pdf
Center Grove Community School Corp	+	439,337.37	\$670.84	Y	N	K-6-3 meals 7-12-not permitted	AM	https://www.centergrove.k12.in.us/cms/lib/IN01000850/Centricity/Domain/74/CG%20Charge%20Procedure-Collection%20Procedure-Inactive%20Account%20Procedure.pdf
Carmel Clay Schools	-	490,610.20	\$628.45	Y	N	Up to 3	Unclear	https://myccs.ccs.k12.in.us/district/food-services/EZSCHOOLPAY
M S D Warren Township	-	885,468.40	\$52,381	Y	N	K-8 up to \$10 9-12 up to 2	AM	http://www.warren.k12.in.us/food-service

Appendix P: Meal Policy Analysis of the 61 ISC who Responded with Unpaid Meal data and a Posted Charge Policy

Fort Wayne Community Schools	-	1,543,982.72	858.74	N	N	K-8 unclear 9-12 not permitted	Unclear	https://foodservice.fwcs.k12.in.us/price.php
M S D Lawrence Township	-	1,563,289.49	31,374.74	Y	N	Unlimited AM as needed	AM	https://www.ltschools.org/MediaLibraries/ltschools.org/Documents/District/Food-Service/charge-policy.pdf

Key:
 ES= Elementary School
 MS=Middle School
 HS=High School
 AM=Alternate Meal
 *Will "discreetly" take away any commercial food a child has decided to purchase if the account balance is negative
 **School may deny a meal to student
 ***Not clear if HS students get AM
Column B is a "grade" for the policy based on several factors such as alignment with USDA guidelines, ease of finding the policy online, ease of interpreting and clarity.

COLLECTION AND FORGIVENESS OF DEBT

The Board understands it is required to collect all monies owed to it by patrons, employees, parents and students, including money owed through student lunch accounts and other extracurricular accounts. Every effort should be made by the school administration to collect the monies owed to the school corporation including collection procedures. Such efforts must be documented by school administration before the debt is forgiven, waived, or written off of the school corporation accounts and considered an uncollectable account.

The school corporation may forgive, waive, or write-off all or a portion of the debt if one of the following conditions is met:

1. The school administration determines that the student or the parent or guardian of the student is unable to pay the debt;
2. The payment of the debt could impact the health or safety of the student;
3. The cost to pursue and collect the debt from the student and his/her parents would cost more than the potential total debt collected; or
4. There are mitigating circumstances as determined by the superintendent that preclude the collection of the debt.

Every decision to forgive, waive, or write-off a debt must be documented and include the specific facts for the decision relating to one of the above stated reasons. If the uncollectable debt is a student lunch account, it cannot be an expense to the school food service account and must be covered by non-Federal funds.

The superintendent may develop regulations addressing specific situations relating to the above conditions.

In the cases where a positive balance exists in the accounts, every effort must be made by the school administration to return the positive balance to the account holder when the person is no longer in the school corporation. If attempts made to refund the balance have been unsuccessful, the balance should be transferred to the corresponding school fund or if such transfer is not appropriate, to the school corporation general fund.

Procedures for Student Lunch/Meal Accounts

[NOTE]: The following paragraphs explain the purpose for these procedures. They should not be adopted as part of the procedures for student lunch/meal accounts.]

School corporations must adopt a procedure regarding student lunch accounts. Every effort must be made to collect delinquent debt. If the uncollectable debt is a student lunch account, it cannot be an expense to the school food service account and must be covered by non-Federal funds. A school corporation can decide if they want to develop separate procedures for primary-aged children versus secondary-aged children.

Keep in mind the following prohibitions when developing a student lunch/meal account procedure. Schools are not allowed to deny meals to any child for disciplinary reasons. Schools cannot deny a meal to a reduced or paid child, if the child has money in hand for the day's meal, and schools cannot deny a meal to a student eligible for free meals even if money is owed. Whatever procedure the school or food service establishes, the school must assure that the procedure does not discriminate against or single out any group of students.

In addition, the Indiana State Board of Accounts requires student accounts to be accounted separately from the School Lunch Fund (800). Student's accounts should be in the Trust Fund (8400), until the student actually receives a meal. The money can then be transferred into the School Lunch Fund. The Trust Fund (8400) should be reconciled to the detail of student account balances.

Following is a sample procedure that complies with the USDA regulations requirements.

Procedure for Student Lunch/Meal Accounts

(Add to or delete any of the following to make it applicable to your school corporation)

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges. _____
School Corporation will adhere to the following meal charge procedure.

- All cafeteria purchases are to be prepaid before meal service begins [*describe how households can prepay student accounts. If electronic payment options exist, provide a non-electronic payment option for those who don't have access to computers*].
- A student may charge up to ____ meals maximum (one charge per meal) as long as they establish and maintain a good credit history of making payments on their food service accounts.
- A staff member may charge up to \$____ as long as they establish and maintain a good credit history of making payments on their food service accounts.

Appendix Q: Meal Policy Template

- A student who has charged a meal may not charge or purchase "a la carte" item(s), including extra main entrees or make purchases in [*enter any other purchasing areas such as a snack bar, school store, a la carte kiosk, etc.*].
- If a student repeatedly comes to school with no lunch and no money, food service employees must report this to the building principal as this may be a sign of abuse or neglect and the proper authorities should be contacted.
- Schools may deny a meal to a student who pays reduced or full price and who does not provide the required payment for that meal. However if the student who pays reduced or full price has enough money in hand for a meal that day, they will not be denied a meal.

OR

- Schools will provide an alternative meal of [*enter the meal provided*] to a student who pays reduced or full price and who does not provide the required payment for that meal.
- The food service manager or other school personnel will coordinate communications with the parent(s)/guardian(s) to resolve the matter of unpaid charges.
- If food services staff suspects that a student may be abusing this policy, written notice will be provided to the parent(s)/guardian(s) that if he/she continues to abuse this policy, the privilege of charging meals will be refused.

OR

- If food services staff suspects that a student may be abusing this policy, written notice will be provided to the parent(s)/guardian(s) that if he/she continues to abuse this policy, the privileges of an alternative meal will be refused.
- The automated call system will notify parents every [*enter time period*] of any outstanding negative balance in the student's lunch/meal account. The food service manager will also send home letters each week to parents of students who carry negative balances of \$___ and above.
- All accounts must be settled at the [*enter time period*]. Letters will be sent home approximately ___ days before the [*enter time period*] to students who have any negative balances. Negative balances of more than \$___ not paid in full ___ days prior to the [*enter time period*] will force the Corporation to take action to collect unpaid funds by means of collection agencies, small claims court, or any other legal method deemed necessary by the Corporation.
- Students who graduate or withdraw from the corporation and have \$___ or more left in their lunch/meal food service account will be notified by mail by food services

Appendix Q: Meal Policy Template

at the *[enter time period]* and given the option to transfer the funds to another student or to receive a refund. If no response is received within ____ days the student's lunch/meal account will close and the funds will no longer be available. Unclaimed remaining balances will be transferred to _____ fund.