

## **Hancock Public Schools**

### **Charging, Replacing, and Denying Meals**

#### ***Charging Meals***

When a student no longer has a positive balance in his/her account, the student will be allowed to charge 5 meals to his/her account before given a bag lunch. Once the 5 meals have been charged (equal to \$20 negative balance), a bag lunch will be given in place of the lunch choice of the day. The bag lunch will consist of 4 packages of whole wheat saltine crackers, (2) 1oz string cheese, a piece of fruit, and milk at a cost equal to that of current lunch prices.

If a student has a negative charge balance, the school must provide a meal when the student is paying in cash.

If a student repeatedly comes to school with no lunch and/or money, the Food Service Director will report this to Administration. This could be a sign of abuse or neglect.

Applications for free or reduced meals **MUST** be completed each year. Student accounts will be responsible for any charges during the approval process or during any period that a student's qualification lapses. Applications can be completed at [lunchapp.com](http://lunchapp.com).

#### ***Denying Meals***

The School is prohibited from denying meals as a form of disciplinary action against any student.

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, but only after a letter with a cutoff date is sent.

If a student is in a discipline/detention situation during the lunch period, the school will serve the same meal as the one being served in the lunchroom but in a different location as long as the meal pattern is followed and a reimbursable meal is offered.

#### ***Negative Balance***

Email reminders are sent home weekly on Monday evenings of any balance below \$10.00. On a monthly basis, all accounts with a negative balance are sent a letter with the balance asking for payment.

To make on-line payments or to view lunch balances, an account can be set up at <https://hancock.familyportal.cloud>