

SCHOOL DISTRICT OF WAUZKA-STEUBEN**FOOD SERVICE MANAGEMENT**

Students in the School District of Wauzeka-Steuben shall have an opportunity to participate in school lunch, breakfast and milk programs. These programs shall be administered by the District Administrator, or designee, in accordance with established guidelines.

The District utilizes a computer software program to keep track of family accounts. Food Service personnel receive payments for your entire family, credits this to your family account, and as your child(ren) purchase meals, milk, and/or ala carte items, an offsetting charge for those purchases will be made against your family account.

Food service prices (including breakfast and milk) shall be established by the Board annually. In accordance with federal guidelines, the District shall offer free and reduced price food services to students who qualify.

Parent(s)/Legal guardian(s) who claim that the financial condition of their families has changed or are such that they cannot afford to pay for the cost of their child(ren)'s meals shall be invited to make application for free or reduced meals in accordance with federal regulations. Should their income change, applicants may reapply any time during the school year. There is no limit to the number of times applications will be accepted.

Parent(s)/Legal guardian(s) are encouraged to send one check for the whole family. You may send in any amount, whether it is daily, weekly, monthly, quarterly, semi-annually, or annually. Checks should be made payable to the School District of Wauzeka-Steuben.

The Food Service Program will review family accounts daily. If the balance of the family account reaches minus \$10 per student per family, notification will be sent to the parent(s)/legal guardian(s) stating the food service bill is in arrears. Full payment or payment arrangements are expected to be made within ten (10) days of the date of the letter or no further credit will be allowed in utilization of the Food Service Program meals or ala carte.

If the parent(s)/legal guardian(s) thereafter fails to provide the student with a bag lunch or lunch money, the District will file a report with the Department of Human Services.

Parent(s)/Legal guardian(s) will be charged the current bank fee for any returned checks due to insufficient funds. This fee is deducted from the family account.

The District Administrator, or designee, shall be expected to protect the taxpayers of the District in making every effort to collect all food service related charges due the District.

Negative family balances can be carried over to the next school year or turned over to a collection agency or small claims court, as approved by the Board of Education. All family balances of the food service and other student school fees must be paid in full prior to participation in the Eighth (8th) grade recognition ceremony as well as a high school senior's participation in the graduation ceremony.

Any exception(s) to the above requirements must be handled on an individual basis.

When the buses run on the two-hour late start schedule breakfast will not be served to the students. Parents/Legal guardians should serve their children breakfast at home on these days.

The District shall not discriminate in school-sponsored food service programs on the basis of sex, age, race, religion, color, national origin, homelessness status, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap.

Legal References: Wisconsin State Statutes §§ 115.34, 115.341, 115.343, 120.10(16), 120.13(6) (10); PI 9.03(1)(i), Wisconsin Administrative Code; PL 91-248, PL 94-105; National School Lunch Act Reauthorization of 2010; Child Nutrition Act of 1966 (42 USC 1771 et. Seq.); Child Nutrition and WIC Reauthorization Act of 2004

Cross References: Policy 458 School Wellness

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