

(KPBSD Proposed charge policy)

To ensure that all students have access to healthy school meals and to be good financial stewards, KPBSD Student Nutrition has instituted a charge policy. This policy has as its guiding principle the belief that every student deserves a nutritious meal but that ultimately it is the parent/guardian's responsibility to provide one unless the family qualifies for the free lunch program. To that end the charge policy is as follows:

At all K-8 schools: The Student Nutrition department will extend credit to students without lunch or meal money for up to two complete breakfast/lunch meals. If funds are not received after two meal charges and the student account has no money the student will be asked to go to the school office to call his/her parent for direction before each meal subsequently charged. No ala carte items or second meals may be charged. Ala carte purchases may not be made with cash until the negative balance is repaid.

High School students: Student Nutrition will extend credit to students without lunch or lunch money for 2 lunch meals after which no charges will be allowed until negative balance repaid. No ala carte items or second meals may be charged. Ala carte purchases may not be made with cash until the negative balance is repaid.

Adults/Teachers: Charges will not be allowed for ala carte or meal items.

Collection Procedures: Charges will be applied to a special PTO meal account at each school. Money received from a parent/student with an outstanding charge will be applied toward the PTO account first with the balance remaining being applied to the students account. Remaining funds and outstanding charges will be carried over to the following school year

Parents/Guardians: It is ultimately the parent/guardian responsibility to monitor their students account and be proactive in replenishing funds as needed.

Student Nutrition encourages parents to prepay for meals and put money on their child's account at <https://kpbsd.revtrak.net/Food-Service-Payments/>. Money will be accepted at a students' school office or kitchen preferably in the morning to allow funds to be applied to students account before the meal period.

Options available to parent on Power Schools: Sign up for automatic emails

1. *Preferences > Email Notification > Check "Balance Alert"*
2. *Simply view the Lunch Planner screen to see the Current Balance and transaction history*

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Adoption Date: _____