

**Policy**

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OUTSTANDING FOOD SERVICE CHARGES

The Plainfield Board of Education understands a student may forget to bring breakfast or lunch, as applicable, or money to purchase breakfast or lunch to school on a school day. When this happens, the food service program will provide the student with a balanced breakfast or lunch with an expectation payment will be made the next school day or shortly thereafter. However, there may be circumstances when payment is not made and a student's school breakfast/lunch bill is in arrears.

In the event a student's school lunch or breakfast bill is in arrears, the principal or his or her designee shall contact the student's parent to provide notice of the amount in arrears and shall provide the parent a period of five school days to pay the full amount due. If the student's parent/guardian does not make full payment to the school by the end of the five school days, the principal or his or her designee shall again contact the student's parent/guardian to provide a second notice that their child's lunch or breakfast bill is in arrears. If payment in full is not made within one week from the date of the second notice, a mandatory conference with the school social worker, counselor or principal will be required.

A parent who has received a second notice of their child's lunch or breakfast bill is in arrears and who has not made payment in full within one week from the date of the second notice will be mandated to meet with the principal or his or her designee to discuss and resolve the matter.

A parent's refusal to meet or take other steps to resolve the matter may be indicative of more serious issues in the family or household. In these situations, the principal or his or her designee may consult with and seek necessary services from the school's social services or the Family Success Center as appropriate. After meeting, all findings are reported to the office of the Superintendent.

When a parent's/guardian's routine failure to meet or discuss their child's or children lunch balance is reasonably suspected to be evidence of neglect, the principal or his or her designee may immediately report such suspicion to the Division of Child Protection and Permanency as required by board policy and law (see board policy 5141.4 Child Abuse and Neglect; and N.J.S.A. 9:6-8.10.) The report shall not be delayed to accommodate a parent's/guardian's meeting with the principal or his or her designee.

This policy which includes the provisions of N.J.S.A. 18A:33-21 concerning schools' meals, notification to parent of payment in arrears before denying to student of meals, will be made available to parents of all children in the school district in a manner as determined by the Superintendent.

**Adopted: December 19, 2017**

SCHOOL FOOD SERVICE PROGRAM (continued)Key Words

School Lunch, Food Service, Nutrition, Wellness,

<b><u>Legal References:</u></b>	<u>N.J.S.A.</u> 9:6-1	Abuse, abandonment, cruelty and neglect of child
	<u>N.J.S.A.</u> 9:6-10	Report of abuse
	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:18A-5	Exceptions to requirement for advertising
	<u>See particularly:</u>	
	<u>N.J.S.A.</u> 18A:18A-5a(6)	
	<u>N.J.S.A.</u> 18A:18A-6	Standards for purchase of fresh milk; penalties; rules and regulations
	<u>N.J.S.A.</u> 18A:33-3 through -5	Cafeterias for students
	<u>N.J.S.A.</u> 18A:33-21	Schools meals, notification to parent of payment in arrears before denying
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
	<u>N.J.S.A.</u> 18A:58-7.1 through -7.2	School lunch program ...
	<u>N.J.A.C.</u> 2:36-1.1 <u>et seq.</u>	Child Nutrition Programs
	<u>N.J.A.C.</u> 6A:23A-16.5	Supplies and equipment
	<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts
	<u>N.J.A.C.</u> 6A:32-12.1	Reporting requirements
	<u>N.J.A.C.</u> 6A:32-14.1	Review of mandated programs and services

**Possible**

<b><u>Cross References:</u></b>	*1200	Participation by the public
	*1220	<u>Ad hoc</u> advisory committees
	*3000/3010	Concepts and roles in business and noninstructional operations; goals and objectives
	*3220/3230	State funds; federal funds
	*3450	Money in school buildings
	*3510	Operation and maintenance of plant
	*3542.1	Local wellness/Nutrition
	*3542.31	Free or reduced-price lunches/milk
	*3542.44	Purchasing
	*4222	Noninstructional aides
	*5131	Conduct/discipline
	9123	Appointment of board secretary
	9124	Appointment of business official

\*Indicates policy is included in the Critical Policy Reference Manual.