



## Meal Charge Policy

### Payment for Meals

1. Payment/Pre-Payments are accepted at the school office daily. Methods of payment accepted are cash and check. While payments can be made by the student directly at the Front Office time of meal purchase, for the sake of convenience so students have more time to enjoy their meal, we strongly encourage families to pre-order their student's meal(s) through <https://bellamente.boonli.com/login>.
2. Students eligible for free meals receive meals at no cost. Students eligible for reduced-price meals or full-price meals are required to pay for meals.
3. Students are permitted to charge breakfast and lunch in the event that they do not have money that day. Families are asked to pay off the account balances for these students as soon as possible but must make payment prior to the end of the current school year.
4. Families who cannot pay for meals are encouraged to apply for free meals by completing the application for free/reduced price meals. Please note that all charges accrued prior to the approval of an application will still be the responsibility of the family.
5. Negative balance phone calls will be made once per week to **ALL** students who have a negative balance due to charging meals. Phone calls are made to all students with a negative balance regardless of eligibility. Students are still responsible for any charges accrued prior to an application being submitted and approved.
6. Students are never denied the meal based on the ability to pay.
7. A debt collector shall not be used to collect unpaid meal fees, nor shall the school direct any action toward a student to collect unpaid meal fees. The school may set up a payment plan in an effort to assist in bringing the account to a positive balance.

### Non-Discrimination Statement

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](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](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider