

# Northeast College Prep

## **Policy # 534: SCHOOL MEAL PAYMENT**

Adopted: 1/16/18

Revision Date: 12/14/21, 9/17/24, 1/27/26

### **I. PURPOSE**

The purpose of this policy is to provide all students with free access to the healthy and nutritious meals they need to stay focused during the school day. The policy provides employees, families, and students with a shared understanding of expectations regarding meal charges and minimizes identification of students with insufficient funds to pay for school meals.

### **II. PAYMENT OF MEALS**

- A. All students will receive free breakfast and lunch regardless of whether or not they qualify for free or reduced price lunch.
- B. Northeast College Prep does not utilize a collection agency to collect unpaid school meals debt.
- C. School meals may not be withheld or withdrawn from a student by a school staff member due to having an outstanding meal balance.
- D. Students will be given the option to purchase a second meal after receiving their first reimbursable meal by paying cash at the point of service.

### **III. COMMUNICATION OF POLICY**

- A. This policy and any pertinent supporting information shall be provided in writing (i.e., mail, email, back-to-school packet, student handbook, etc.) to:
  1. all households at or before the start of each school year;
  2. students and families who transfer into the school, at the time of enrollment; and
  3. all school personnel who are responsible for enforcing this policy.
- B. The school may post the policy on the school's website, in addition to providing the required written notification described above.
- C. If the charter school contracts with a third party for its meal services, it will provide the vendor with its school meals policy. The charter school will ensure that any third-party provider with whom the charter school enters into either an original or modified contract after July 1, 2021, adheres to the charter school's school meals policy.

**Legal References:** Minn. Stat. § 123B.37 (Prohibited Fees)

*Minn. Stat. § 124D.111 (School Meals Policies; Lunch Aid; Food Service Accounting)*

*42 U.S.C. § 1751 et seq. (Healthy and Hunger-Free Kids Act)*

*7 C.F.R. § 210 et seq. (School Lunch Program Regulations)*

*7 C.F.R. § 220.8 (School Breakfast Program Regulations)*

*USDA Policy Memorandum SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016)*

*USDA Policy Memorandum SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016)*

*USDA Policy Memorandum SP 23-2017, Unpaid Meal Charges: Guidance and Q&A*