



Child Nutrition Office • 700 Odie St. • White Settlement, TX 76108  
www.wsisd.com

## **POLICY: Student Unpaid Meal Charges and Courtesy Meal**

### **Parents/Guardians,**

Students may charge up to 2 meals (allow account to get in the negative). If the account remains negative the student in grades PK -8th will be given a free courtesy meal (peanut butter sandwich and milk or a turkey sandwich). All documented allergies are reviewed prior to the meal choice. If a High School student has 2 charges and needs a meal please contact the Child Nutrition Director for options.

If a student brings cash for their meal daily and cash for a snack they will not be denied a meal or snack if their 2 meal charges have not been paid. If there is change due it will be deposited to help reduce the negative balance unless other arrangements have been discussed with the Child Nutrition Director.

We are fortunate we can give your student a courtesy meal at no cost. We use federal money to purchase food and therefore must monitor the amount we give away.

Please sign up on [schoolcafe.com](http://schoolcafe.com):

- Get an email alert when the account gets to a certain dollar amount.
- Use your debit/credit card to automatically deposit money into the account when their balance is a certain amount.
- Monitor your child's daily spending and what items are bought

The elementary cafeteria managers send home a note when a student has a low or negative balance. Please check their back pack daily!

Thank you in advance, we know your child does not want the courtesy meal at times but our goal is to provide food for them until you can make their lunch or send money. Call with any questions, and remember if you think you qualify you may fill out an application for free and reduced meals, go to [schoolcafe.com](http://schoolcafe.com).

Best Regards,  
Kathy Huey RD MBA  
Director of Child Nutrition

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