

# **NORTH COUNTRY SUPERVISORY UNION COMMON BOARD POLICY MANUAL**

## **BUSINESS AND NON-INSTRUCTIONAL OPERATIONS**

### **E.16 DELINQUENT PAYMENT FOR SCHOOL LUNCHES**

#### **(LOCAL)**

It is the policy of the North Country Supervisory Union and its member schools to provide good school meals and milk at a reasonable price. Prepayment is required for full price meals and/or milk. The principal or principal designee is the delegated authority to approve credit for students without sufficient money to pay for full price meals, and/or milk.

The dollar limit for non-payment for a student is 10 days multiplied by the child's lunch rate. The dollar limit for non-payment for an adult is five days multiplied by the current lunch fee. After a student has reached the limit for charging, the child will be limited to a main meal only until payment is made. The principal or principal designee will communicate with parents whose account is in arrears by 10 days or more by using a bill from food service software and/or calling the parent. If payment is not promptly made to cover the overdue bill, the principal or principal designee will send the parent a letter. If a bill continues to be in arrears, the Principal will take appropriate action including:

- A. Send the parent a second letter,
- B. Bring the matter before the school board at a board meeting,
- C. Pursue a small claims court procedure,
- D. If necessary, contacting the Department for Children & Families (DCF).

All financial obligations to the school must be satisfied before the start of the next school year.

<b>Boards</b>	<b>Adopted</b>	<b>Revised</b>	<b>Revised</b>
<b>Brighton</b>	09/18/2013		
<b>Charleston</b>	09/11/2013		
<b>Coventry</b>	09/18/2013		
<b>Derby</b>	09/10/2013		
<b>Holland</b>	09/09/2013		
<b>Jay/Westfield</b>	10/08/2013		
<b>Lowell</b>	09/16/2013		
<b>Morgan</b>	09/12/2013		
<b>Newport City</b>	09/09/2013		
<b>Newport Town</b>	09/11/2013		
<b>Troy</b>	09/11/2013		
<b>NCUHS</b>	09/17/2013		
<b>NCUJHS</b>	08/20/2013		
<b>NCSU</b>	N/A		