



Book	Operating Guidelines
Section	J - Students
Title	Payment for Meals and Meal Charges
Number	JS
Status	Active
Adopted	April 20, 2017
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Purpose

The goal of the Fulton County Schools is to provide students with healthy meals each day. The purpose of this operating guideline is to insure compliance with federal reporting requirements for the USDA Food and Nutrition Service (FNS), and to provide oversight and accountability for the collection of outstanding student meal balances. Additionally, the intent is to establish uniform meal account procedures throughout Fulton County Schools. While the USDA Food and Nutrition Service does not require that a student who pays for regular priced meals be served a meal without payment, Fulton County Schools provides this guideline as a courtesy to those students in the event that they forget or lose their money for meals. Households are encouraged to apply for free or reduced-priced meals at any time during the school year. Households are responsible for meal payments until benefits are issued.

Guidelines

Students/Parents/Guardians pay for meals in advance via www.mypaymentsplus.com or through school cafeteria with a check (if allowable) or cash. Further details are available on our webpage at www.fcsnutrition.com. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student will be carried over to the next school year.

All school cafeterias possess computerized point of sale/cash register systems that maintain records of all monies deposited and spent for each student and said records are available by setting up an account at www.mypaymentsplus.com or by speaking with the cafeteria manager.

Full Pay Students –Elementary School Students will pay for meals at the district’s published standard rate each day. A student will be allowed to charge breakfast and lunch meals for a maximum of three (3) days to their account after the balance reaches zero. Once a student has charged those three days, he/she will not be allowed to charge, however he/she will be offered a designated menu alternate. Sample: cheese sandwich and milk.

Middle and High School Students will pay for meals at the district’s published standard rate each day. Students must prepay or pay cash at the register for all meals and extra sale purchases. Charges are not allowed in Middle and High Schools.

Free Meal Benefit - Free status students will be allowed to receive a free breakfast and lunch each day. Extra sale purchases may be prepaid or paid with cash at the point of service.

Reduced Meal Benefit - Reduced status students will be allowed to receive a breakfast for \$.30 and lunch for \$.40 each day. A student will be allowed to charge a maximum of three (3) days to their account after the balance reaches zero. Extra sale purchases may be prepaid or paid with cash at the point of service.

Parents/Guardians are responsible for meal payment to the food service program. Notices of low or deficit balances will be sent to parents/guardians at regular intervals during the school year.

Refunds for withdrawn, and graduating students; a written request for a refund of any money remaining in their account must be submitted. An e-mail request is also acceptable. Students who are graduating at the end of the year will be given the option to transfer to a sibling’s account with a written request.

Unclaimed Funds must be requested within one school year. Unclaimed funds will then become the property of the Fulton County School Nutrition Program and will be utilized to cover unpaid meal charges.

Balances Owed

Any balances owed will be handled in accordance with Policy and Procedure JS – Student Fines, Fees and Charges

If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child.

Cross Reference: [Policy JS - Student Fees, Fines and Charges](#)

This institution is an equal opportunity provider.