**SUPPORT SERVICES**

**EFB**

**CHARGE MEAL PAYMENTS**

Prepayment for meals served in school cafeterias by the week or month is recommended; however daily cash payments may be accepted during meal service times at all schools. It is the parent’s responsibility to provide meal money or a bag lunch or to seek free or reduced price meal benefits. In an emergency situation, meal charges will be allowed up to a limit of $5.00 per student. Cafeteria managers must maintain records of all charges and repayments. Any meal charges not collected by the end of the school year must be reimbursed to the Child Nutrition fund from non-public funds.

Approved: May 19, 2004