



KIPP San Antonio Negative Balance and Meal Charge Policy

KIPP San Antonio Child Nutrition Services has a fiscal responsibility to stay in compliance with Federal Guidelines. In order to stay in compliance and meet financial accountability, parents/guardians are responsible for meals purchased by their student(s) in the cafeteria.

Students are expected to have funds available for the purchase of their meal. The charge for a full price meal is \$3.00 for lunch. Breakfast is free to all students. Please make sure all balances are kept up to date. Payments can be made by cash or credit at the school office or by credit card online at www.MySchoolBucks.com. Payments can be made in small increments if needed. KIPP San Antonio allows negative balances up to certain limits because we feel it is important that students are not denied access to a meal during the school day.

Additionally, the school district participates in the Free and Reduced-Price Meals Program. Applications for the Free and Reduced-Price Meals Program are available in each school office or by contacting the Child Nutrition office at 210-460-9820. It is important to submit an application each year before school starts. Student accounts are charged for meals during Summer School.

Thank you for participating in your child's School Nutrition Program.

Elementary Schools:

Your child will be allowed a maximum negative balance of -\$21.00 for students paying full price for meals. After your child has accrued the maximum negative balance, your child will receive an alternate meal that includes a sandwich, fruit or vegetable, and milk. Your child will continue to receive an alternate meal until the balance is paid. Proper notification by phone will be made to parents/guardians.

Middle Schools:

Your child will be allowed a maximum negative balance of -\$21.00 for students paying full price for meals. After your child has accrued the maximum negative balance, your child will receive an alternate meal that includes a sandwich, fruit or vegetable, and milk. Your child will receive an alternate meal for three days only. Proper notification by phone will be made to parents/guardians.

High School:

Your child will only be allowed a maximum negative balance of -\$21.00 for students paying full price for meals. No alternate meals will be offered once the students account has reached this limit. Proper notification by phone will be made to parents/guardians.



Adult/Staff Meals:

Adults are expected to have funds available for the purchase of their meal. Adults can pay via cash or credit in the office, or online at www.MySchoolBucks.com. Adults will not receive a meal if they incur a maximum negative balance of -\$5.00. Adults who have not cleared their balance at the end of the year will have the owed amount deducted from their payroll.

School Guidelines:

Schools are responsible for sending a weekly negative balance letter home with students and for calling parents if child in elementary/middle/high school has reached the maximum negative balance allowed. Balances must be collected by the school office unless parent makes payments online

Additionally, students with a maximum negative balance will not be allowed to attend field trips until the balance is paid in full.

Negative balances totaling \$500.00 or more at the end of the year will be removed from school budget to reimburse the Child Nutrition budget.

Policy Contact:

If there are any questions, please contact your School Office or contact Angie Alonzo, Food Services Manager, at aalonzo@kippsa.org or 210-460-9820.