

Wayne Public Schools' Foodservice Purchase Charge Policy for School Year 2017-18

- 1- Every student in Wayne Public Schools is given a foodservice account number that is created from their student ID number.
- 2- Any student that receives free or reduced lunch determination must use their foodservice account to get the discounted/ free meal.
- 3- Any parent that does not want to have a foodservice account for their student, must request that in writing and send it to:

Wayne Public Schools Food & Nutrition services @
Wayne Valley High School
551 Valley Road
Wayne, NJ. 07470
- 4- All foodservice IDs must be entered / scanned at the register to access the account. Grades 6 through 12, must have a school ID/ class schedule for back up verification at the register to use a foodservice account.
- 5- **All foodservice accounts can be personalized to purchase as follows: 1-a lunch only; 2-no a la carte(items sold separately), 3-allergies, 4-dietary needs, 5-spending limitations by amount or specific weekdays, etc. You can contact the foodservice office to make account changes or get more information on this.**
- 6- Any elementary or middle school student that does not have breakfast/lunch can charge up to \$5.00 for complete **breakfast/lunch only**. A la Carte items cannot be charged.
- 7- The foodservice staff will inform students when their account balance is low or negative.
- 8- If a student has a negative balance the district will provide a complete breakfast and/ or lunch and charge the meal cost to the account accordingly. If a student has a negative balance of \$5.00 or more, the first past due foodservice account letter will be mailed home. When an Outstanding Balance letter is received it is expected that the payment will be made the next day or shortly thereafter.(After 10 days a second Outstanding Balance Letter will be mailed) However, there may be circumstances when payment is not made and a student's school breakfast and lunch bill is increasingly owed. Wayne Schools will manage a student's foodservice meal bill owed with the provisions of N.J.S.A. 18A:33-21 and this Policy
- 9- After seven days from when the second letter is mailed home, the student's meal selections will be limited with the account being charged for the complete meal served. An example of a limited lunch would be a cheese sandwich, vegetable, fruit and milk. The Wayne Schools' Nutrition Services would not want to refuse any student from eating breakfast or lunch. However meal choices will be limited and a la carte purchases (items sold separately) are not allowed, when money is owed in a foodservice account.
- 10- Wayne School Nutrition Department and Administration will contact the parent/ guardian of any student's foodservice account with a negative balance. If the parent or guardian does not make a full payment with in the 7 school days after having the second Outstanding Balance letter mailed home will alert administrator(s) to a potential larger problem. A request to meet with the kitchen supervisor/ administrator will follow to resolve the matter. A parent's refusal to meet or take other steps to resolve the matter may be indicative of more serious issues in the family or household. In these cases the district representative may consult with and seek necessary services from both the County Board of Social Services and the Department of Children and Families, Division of Child Protection and Permanency, as needed and required.
- 11- All negative balances are carried over from one school year to the next. Any money owed to Wayne Public Schools will stay with the student foodservice account which would eventually become part of their senior dues to graduate.
- 12- Wayne's High Schools do not participate in the National School Lunch Program.

- 13- High School students (Grades 9-12), have an a la carte foodservice program. This means that items from the foodservice program are sold separately.
- 14- Any high school student that owes \$10.00 or more, will not be able to charge and will be asked to pay cash at the point of purchase.
- 15- All high students that get free or reduced lunches are allowed a lunch entrée, side dish and a milk/ juice cup/ or fountain beverage. All other items need to be paid for at the point of purchase or charged under the \$10.00 limit. This includes the forty cents to be paid for a reduced lunch.

* Any questions about the district charge policy, please contact the food & nutrition services office @ (973)317-2239