

SCHOOL MEAL CHARGES AND ACCOUNTS/INSUFFICIENT FUNDS

All students that attend Charters-Houston School District are provided the opportunity to purchase meals at each building cafeteria in accordance with the National School Lunch Program (NSLP).

Parents/Guardians are solely responsible for providing their children with meals by purchasing a meal at school or by packing a meal from home. If for any reason a parent/guardian cannot afford to provide a meal for their child, Free and Reduced Meal benefits may be applied for, in English or Spanish, by accessing the application at www.chbucs.k12.pa.us on the Food Service Department page, on www.schoolcafe.com, or by calling 724-746-1400 ext. 204.

If a student loses or forgets his/her lunch money and/or has insufficient funds in his/her lunch account, he/she will be able to buy a meal on credit with certain restrictions.

Students can NEVER be denied a reimbursable meal, even if they have accrued a negative balance from other purchases in the cafeteria; however, these students are prohibited from charging a la carte or extra items.

Parents may restrict their child's ability to charge food items or place a dollar limit on the account by contracting the Food Service Department at 724-746-1400 ext. 204.

Collection of Unpaid Meal Charges

- Communications regarding collection of delinquent meal charges will be directed to parents/guardians. School staff may communicate a low balance or money owed by a student for school meals to a student in grades 9-12; such communication shall be made to the individual student in a discreet manner.
- Parents/guardians can request low balance notifications via www.schoolcafe.com.
- Parents/guardians of a child with a negative balance of \$50.00 or higher will receive a monthly phone call and/or e-mail via the district's messaging system or www.schoolcafe.com.
- All negative balances MUST be satisfied by the end of the school year. If not, unpaid meal charges may be carried over as a delinquent debt and collection efforts may continue into the new school year.
- Graduating seniors will receive notification regarding any outstanding debts and remaining account balance.
- Cafeteria cashiers must ensure that rosters, computer screens etc. at the point of service cannot be viewed by anyone who does not need access to the information, especially other children.

Revised November 1, 2024