

# NEW Mukwonago School Lunch Policy for 2017-18

The MASD School Board recently adopted policy 8500 addressing the issue of negative lunch account balances. Student lunch accounts are debit accounts; as such, these accounts should always maintain a positive balance.

Recent updates to federal regulations require school districts to make stronger efforts to eliminate negative lunch accounts. Effective for the 2017-18 school year, MASD will implement the following procedures:

- Students with negative lunch account balances greater than (\$15) will not be allowed to take hot lunch. A brown bag alternate lunch containing a turkey sandwich and juice box will be offered if the student does not bring cold lunch from home. (Please note that students eligible for free or reduced-price lunch will never be denied hot lunch.)
- There will be a charge of \$1.50 for the alternate lunch. It is important to note that the alternate lunch is intended as an emergency measure, not a regular lunch option. Therefore, the number of alternate lunches offered to a student within one school year will be limited. Repeatedly delinquent accounts will be handled on an individual basis by District administration.
- Reminder phone calls and email messages will be made for elementary school students with account balances less than \$7. Reminders will be sent for middle and high school students with account balances less than \$10. These reminders will be sent to parents on Mondays and Thursdays.
- Reminder phone calls and email messages will be made daily (Monday-Friday) for all negative lunch accounts. The increased frequency of these reminders will help parents avoid a situation in which their child is offered an alternate lunch.
- Parents must remain proactive in monitoring their child's account balance through the Infinite Campus Parent Portal and by listening carefully to reminder messages or reading email reminders. Check to see that your contact information is properly updated in your child's Infinite Campus records. MASD staff simply do not have time to make personal calls for all negative balances.

Lunch account balances are the responsibility of parents. In order to avoid undue stress to students, alternate lunches will be delivered discreetly to students prior to lunch time.

If you have questions or concerns about your child's lunch account balance, please contact the MASD food service department at 262-363-6200 ext 25602 (or the Clerk in the main office for elementary school students).

If you have extenuating financial circumstances, please contact Pam Harris at 262-363-6200 ext 25601 or [harripa@masd.k12.wi.us](mailto:harripa@masd.k12.wi.us) for confidential assistance. Free lunch applications are accepted throughout the school year. Application forms are available from any school office or online in the Forms section of the MASD website at [www.masd.k12.wi.us](http://www.masd.k12.wi.us).

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