

Anderson County Schools

Meal Charges

DEFINITIONS

For purposes of this administrative procedure, “School Charge Letter” means the written notice, sent or mailed, for paid lunch accounts totaling \$25.00 or more to middle school or high school parents/guardians and any amount owed to elementary school parents/guardians. “Alternative Meal letter” means the written notice, sent or mailed, for paid lunch accounts totaling \$25.00 or more 5 school days after a school charge letter was sent or mailed. “Alternative Meal List” means the list of names of students who had no action taken on their account 5 school days after receiving an Alternative Meal letter.

CAFETERIA CHARGES

Paid lunch students may charge for meals until their parent/guardian is provided with attempted notification of an account in arrears \$25.00 or more with a school charge letter and attempted notification of impending placement on the Alternative Meal list by both an Alternative Meal Letter and phone call from the school cafeteria manager.

Ala Carte or extra item charging will be limited to beverages for students who do not have a drink with their meal. (Example: students that bring meals from home or those who are not feeling well and only want to purchase a beverage).

Adults will not be allowed to charge meals or ala carte items in the school cafeterias.

PAYMENT PLANS

Any parent or guardian who receives an Alternate Meal Letter is strongly encouraged to contact the Board of Education or their school's Cafeteria Manager to work out a payment plan.

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at:

http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter

addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992.

Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: program.intake@usda.gov.

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