

School Nutrition Charging Policy

Updated August 9, 2017

The following policy is on file with the Texas Department of Agriculture (TDA). The State of Texas does not require ECISD School Nutrition to provide courtesy meals when students are not able to pay for lunch. We have chosen to implement this policy for the benefit of the students of ECISD.

Students

Charging

Elementary students may charge up to 3 meals (\$7.50 paid, \$1.20 reduced). Secondary students may charge 1 meal (\$2.75 paid, \$0.40 reduced). Students may not charge a la carte items. Charging for meals is not permitted during the last two weeks of school.

Balance Notification

Managers will send home charge slips and call parents to notify of charges. Parents will receive automated phone calls from Parent Link when their student owes \$0.05. Cashiers WILL NOT notify students of low balances at the register to avoid shaming and overt identification.

Courtesy Meals

Students will receive a courtesy meal consisting of a cheese sandwich and their choice of fruit, vegetable, and milk when the charge limit will be exceeded. If a student has money in hand to pay for the meal, they will be served a regular meal regardless of the amount owed. Five consecutive courtesy meals will be offered before the student is denied a meal.

Payment

Payments may be made with cash or check at the campus. Payments may also be made by credit or debit card online at paypams.com.

Staff

Charging

Permanent campus staff will be permitted to charge one month of meals. Substitutes and long-term substitutes are not permitted to charge. Charging for meals is not allowed the last two weeks of school.

Balance Notification

On the first Monday of each month, the School Nutrition Manager will provide notice to each staff member and the main campus office. Staff will have until the second Monday of each month to pay the balance in full. If the balance has not been paid by this date, a hold will be placed on the account, and further charging will not be permitted until paid in full.

Payments

Payments may be made with cash or check at the campus or online at paypams.com.

