

Procedure for Student Lunch/Meal Accounts

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for meal charges. Saint Pius X Catholic School will adhere to the following meal charge procedure.

- Lunch meals are to be ordered a month prior to the current month through our online system www.boonli.com. Payment must be received before the next month can be ordered.
- Students will not be denied a lunch. The student may receive a lunch meal and will be charged either the reduced fee or full price for a forgotten lunch
OR
 - Saint Pius X will provide an alternative meal of jelly sandwich, salad bar, fruit and milk.
- The parish business office will notify parents of unpaid lunch balances. The student will be locked out of ordering the next month's lunch meals until the balance is paid or they speak to the parish business office to work out a payment plan.
- All accounts must be settled by June 30th of the current school year. Emails will be sent out in May of the current school year to any students who have negative balances. Negative balances of more than \$10 not paid in full prior to June 30th of the current school year will force Saint Pius X to take action to collect unpaid funds by a legal method deemed necessary by Saint Pius X.
- For students who graduate or withdraw from Saint Pius X with a credit amount left in their www.boonli.com account one of the following actions will occur:
 - If siblings are still enrolled in Saint Pius X the credit amount will carry over to the next school year.
 - If no family members are enrolled in Saint Pius X and there is \$1.00 or more left in their account the parish business office will notify the family to receive a refund. If no response is received within 14 days the student's lunch account will close and the funds will no longer be available. Unclaimed remaining balances will be transferred to the Lunch Income Fund.

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- (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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