

**To:** Parent or Guardian  
**From:** Dunmore School District/Food Service Department  
**Re:** Cafeteria Charging Guidelines

The Food Service Department of the Dunmore School District, in cooperation with The Nutrition Group, the District's Food Service Management provider, has devised a credit system to assist with finances. Below is an explanation of the Dunmore School District's cafeteria charge procedure.

- Students in grades K through 12 can charge the cost of a meal up to \$10.00 per student.
- **At no time can any student in grades K through 12 charge ala carte or snack items. If your child has a zero or negative balance he/she will only be able to charge a full meal.**
- If elementary or secondary students do not have money to purchase a meal and they have reached the \$10.00 charge limit, they will be served a meal consisting of a Peanut butter and Jelly sandwich (unless allergic, they will then be served a cheese sandwich), fruit, vegetable and milk. **Their account will continue to be charged.**

Students will be verbally notified when their account balances are low or negative. Negative balance letters/phone calls, for students owing greater than \$10.00 will be sent throughout the year. Parents/guardians of all students are responsible for prompt payment of money owed. Unpaid meal charges for a student can result in the school withholding the final report card until the charges are paid in full. The district reserves the right to take legal action against any parent/guardian that does not pay their child's account balance.

Meals will always be provided to students in grades K through 5 and any student with a disability who may be unable to take full responsibility.

Cafeteria account payments can be made directly to the school cafeteria or online as [www.myschoolbucks.com](http://www.myschoolbucks.com).

This system is within the regulations of the Department of Education, Division of Food and Nutrition, and a requirement of sponsors of the National School Lunch Breakfasts, and/or Special Milk Programs.