

## ROOTSTOWN LOCAL SCHOOLS CHARGE POLICY FOR FOOD SERVICE

The goal of the RLSD is to provide students with healthy meals each day. However, unpaid charges place a financial burden on the Food Service Department. It is the responsibility of the parents/guardians to see that students have money in their meal account to purchase meals for that day or that they bring food from home. There is a POS (point of sale) system in each of the cafeterias that work as a debit account. This means money can be deposited in a student's account in advance of purchases directly at the school cafeteria in the form of cash or check, or for your convenience, online. Online payments may be made by setting up an account at [www.rootstown.sparcc.org](http://www.rootstown.sparcc.org). Under Food Service go to PaySchools Central where you can make deposits using a credit/debit card or online check. A mobile app is available. You will need your student's account ID number to use in setting up the account. Keep in mind there is a nominal fee for utilizing this service. Even if you choose not to make online deposits, setting up an account will allow parents/guardians to monitor a student's spending or check account balances.

While the food service department discourages negative lunch charges, we understand that an occasional emergency may make it necessary. The following guidelines have been developed to help parents/guardians and staff understand the charge policy so that uncomfortable situations may be avoided.

### Full Pay Students:

Elementary - (grades K-5) If a student has a negative balance, a maximum of 3 days worth of meals will be allowed. If no money has been deposited after charges have incurred an alternative meal of a PB&J grahamwich and milk will be provided at a cost of \$.75 charged to their account. Should a student's account balance reach a negative balance of \$10.00 or more a phone call will be placed to the student's home and all charges will be stopped. The cashier always informs students when their account is getting low.

Middle and High School - (grades 6-12) If a student has a negative balance, a maximum of 2 days meals will be allowed. If no money has been deposited after charges have incurred an alternative meal of a PB&J grahamwich and milk will be provided at a cost of \$.75 charged to their account. Should a student's account balance reach a negative balance of \$6.25 all charges will be stopped. The cashier always informs students when their account is getting low. In addition, no negative charging will be allowed in grades 6-12 the last two weeks of school.

### Reduced Price Students:

Cost for breakfast is \$.30 for elementary students.

Lunch is \$.40 for elementary, middle and high students.

If a student must charge, a maximum of 10 days will be allowed.

If a financial hardship exists, parents/guardians are encouraged to notify the food service department so an arrangement can be made.

A la carte items are sold in each of the buildings. Students with a negative balance owed to the food service department will not be permitted to purchase a la carte items even with cash until their negative balance has been taken care of. All student account balances, negative or positive, will be carried over to the next school year.

Should your family incur financial hardship or change of income, you may apply for the free/reduced meal program at anytime throughout the school year. You must qualify according to government standards to receive free/reduced meals. In addition, **your application must be completed every school year** to qualify and remain in the free/reduced meal program. Many students accrue a negative account balance due to the fact parents/guardians fail to reapply every school year. Should this occur you, the parents/guardians, are responsible for the negative balance until the application is received and approved for qualification.

It is our hope that providing parents/guardians with this charge policy will enable them to assist the food service department in providing all students with a positive cafeteria experience. Thank you for your cooperation in these matters.

Any questions or concerns may be brought to the attention of Peggy Shewell at 330-325-4139 or [shewell@roversk12.org](mailto:shewell@roversk12.org).

This organization is an equal opportunity employer/provider.