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Teresa M. Rafferty
Superintendent of Schools

David Oliveira
Business Administrator/Board Secretary

September 2, 2015

Re: Meal Charging Policy

Dear Parents and Guardians,

The Piscataway Board of Education has contracted with Sodexo Food Service to provide nutritionally balanced breakfasts and lunches daily at each school building. The food service program is operated in accordance with district policy and all laws and regulations of the New Jersey Department of Agriculture, National School Breakfast Program, and National School Lunch Program.

The Board of Education expects all parents/guardians to pay for their child's meals on a daily basis through the use of the MealTime Online payment management system or with cash purchases. In the event of an emergency, the Board of Education has developed a policy related to the purchase of student meals on a credit basis. Students are permitted, within the following limitations, to charge a complete meal on a temporary credit basis. Students are **not** allowed to purchase snacks or a-la-carte items on a credit basis. Please note that parents are still responsible for paying for meals purchased on a credit basis.

Students may receive the equivalent of three meals on a temporary credit basis. After receiving these three meals, in the absence of payment of the full account balance, students will receive an alternative meal (nutritionally approved by the Department of Agriculture) for a limited period of time. The alternative meal, which will still be charged to the student's account, will be a Cheese sandwich with the usual additional components (milk, vegetable and/or fruit).

Once a student has received the equivalent of three meals on a temporary credit basis, parents/guardians will be notified of the debt and will be given 10 school days to pay the amount due. If the parent or guardian does not make a full payment by the end of the 10 school days, a second notice will be provided to parents/guardians that meals will not be served to the student beginning one week from the date of this second notice, unless payment is made in full.

Once the two notifications have been sent to the parents/guardians in the time periods described above, the student will be denied meals until the student's account is paid in full.

If you have any questions regarding the payment for school meals or the district's meal charging policy, please contact Sodexo at 732-981-0790, Ext. 2289, or the Business Office at 732-572-2289, Ext. 2-2517.

Sincerely,

David Oliveira
Business Administrator/Board Secretary