

Policy #: 534
Title: UNPAID MEAL CHARGES – MANDATED POLICY NOT APPLICABLE
Date of Initial Review and Determination: 10-18-2017
Revision/Re-authorization Dates: N/A
Reviewers: MSA Superintendent and Board Policy Committee

I. BACKGROUND INFORMATION:

The United States Department of Agriculture (USDA) Policy Memorandum SP 46-2016 requires all School Food Authorities (i.e., school districts) operating federal school meal programs to have a written and clearly communicated system to address unpaid meal charges by July 1, 2017. USDA Policy Memorandum SP 23-2017 clarified that school districts could adopt a “policy” or “standard practice.” Although this document is styled as a “policy,” school districts may establish and implement a set of written procedures instead of a policy, provided that the written document explains how the school district will handle situations where students eligible to receive reduced-price or paid meals do not have money in their account or in hand to cover the cost of their meals at the time of service. The policy or standard practice must be implemented throughout the school district.

II. APPLICABILITY TO THE MINNESOTA STATE ACADEMIES

Because a large portion of our students are either dorm residents or qualify for free/reduced lunch, the Minnesota State Academies have determined that all students will receive free lunch meals provided in our cafeteria. For breakfast or dinner, students who do not reside in our dormitories must pre-purchase a meal ticket before eating in the cafeteria. Due to these decisions, there is no need for a policy or procedure regarding collection of unpaid meal charges.