



Meal Charge Policy

AISU highly encourages all families to prepay for all school meals and have available a secure box at the front office for cash and check payments. We also make available a credit card payment method through our school webpage (www.myaisu.org).

- Free/reduced lunch applications are available from the front office at any time during the school year. The applications can also be sent home and or emailed.
- Meal charges are tracked daily, and are able to be viewed by parents via Aspire. Instructions to access the Aspire account are available at the front office during our normal business hours.
- All lunch accounts are individual accounts. This enables parents to add payments, and track each child's charges individually.
- Students will never be notified of their current account balances unless they ask for the balance.
- Students will never be told of their free/reduced status.
- The charges will be the following:

Lunch: reduced \$0.40	Breakfast: reduced \$0.30
K-5 \$2.25	K-12 \$1.25
6-8 \$2.50	A La Carte milk/juice \$0.30
9-12 \$2.75	
Visitor \$3.30	
- All students who request a lunch will be fed regardless of their current account balance.
- Any student requesting an additional milk/juice that has a negative account will be denied the extra a la carte item to minimize the additional burden to the parents.
- Daily phone calls are sent to parents that have a negative account balance. This call is automatically system generated, and the call goes out at the same time every day.
- Every effort will be made to work with parents to collect past due accounts. The use of a collection agency is a last resort.
- When an account exceeds -20.00, a personal email is sent to the parents.
- If the student lunch account stays in the negative for a minimum of 3 weeks a 2nd notice letter will be sent via U.S. mail.
- If the family has made no attempt on the account and it continues to stay in the negative for an additional 3 weeks, then a 3rd notice will be sent via email and U.S. mail. This letter is signed by the school Administrator.
- If the student lunch account remains negative for more than 90 days and all collection attempts have been ignored, a final notice with the explanation that the account will be turned over to a collection agency will be sent via priority U.S. mail. This notice will be accompanied with a 15-day deadline. This final letter notice will state that charges will occur, and the parent is still responsible to immediately pay for the negative account.

Signed,

Raegan Nielsen Food Service Director
Brandon Hess Operations Manager