



Meal Charge Policy

The goal of Cresthaven Academy Charter School is to provide scholars with healthy meals each day. However, unpaid charges place a large financial burden on our Food Services Department. The purpose of this policy is to ensure compliance with federal reporting requirements for the USDA Child Nutrition Program, and to provide oversight and accountability for the collection of outstanding meal balances.

Monthly Billing and Payment

- Cresthaven Academy distributes monthly statements to scholars who receive Full Price and Reduced-Price Meals.
- Parents/Guardians should make prompt payment using the methods described below.
 - Cash
 - Check made payable to Cresthaven Academy Charter School
 - Online payment center, myschoolaccount.com. For more information about this option, please contact to Erica Forrester
- Cash for daily meals will not be accepted at the register
- Scholars with paid lunch status may charge reimbursable meals up to \$100.00 before the collection process begins.

The Collection Process

- When the account balance exceeds the amounts set above, the school will send a letter or e-mail to the parents/guardians requesting immediate payment.
- If the parents/guardians have not made any payments to reduce the negative balance or fail to bring the scholar's account in good standing within thirty (30) days, the administration **may**:
 - Refer the account to a collection agency
 - Initiate a claim in the court system
 - Notify other appropriate state agencies
 - Prohibit the scholar (and scholar's siblings) from participating in future programs (field trips, celebrations, graduations, etc.)
 - Delay the issuance of report cards, transfer cards, and class assignments