

Meal Charge Policy

Garden Grove Unified School District's Food Service department recognizes adequate nutrition is essential to students' mental, physical, and academic growth. All children (grades K through grade 12) participating in the national school breakfast program and the national school lunch program, whether at a free, reduced or paid rate, will receive a full reimbursable breakfast and/or lunch meal that meets USDA requirements in compliance under the Healthy Hunger-Free Kids Act of 2010 (HHFKA) regardless if they do not have adequate money in their student account or in hand to cover the cost of the meal at the time of service.

If a student at the elementary level (K-6) does not have adequate money in their student account or in hand to cover the cost of the meal at the time of service, students will receive a full reimbursable breakfast and/or lunch meal. The student account will be charged. Charged meals are not allowed at the Secondary level (7-12th grade).

Students and their parents/guardians shall be notified whenever their account has a negative balance. Whenever a student's account has an unpaid balance of \$10 or more, parents/guardians shall be notified via e mail or in writing that full payment is due within ten (10) school days from the date of the notice. In cases of repeated nonpayment by a student, the Superintendent or designee may contact parents/guardians to discuss the reasons for the nonpayment. The Superintendent or designee may:

- Evaluate individual circumstances to determine if the student's parents/guardians need assistance completing an application for free or reduced-price meals
- Enter into a repayment plan with a student's parents/guardians for payment of the student's unpaid meal charge balance over a period of time. As necessary, the repayment plan may allow the unrecovered or delinquent debt to carry over into the next fiscal year.

The district's efforts to collect debt shall be consistent with California Department of Education (CDE) guidance, and 2 CFR 200.426. The district shall not spend more than the actual debt owed in efforts to recover unpaid meal charges. The Superintendent or designee shall maintain records of the efforts made to collect unpaid meal charges and, if applicable, financial documentation showing when the unpaid meal balance has become an operating loss.

The family.titank12.com website is a pre-payment system whereby students' parents/guardians can pre-pay for meals. Families may check their account balance and add money electronically from a computer or mobile device using this website. Money may also be added to student accounts via cash or check at each school site. Money left at the end of a school year is carried over into the next school year as delinquent debt and collection efforts continue into the new school year.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: [How to File a Complaint](#), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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