



## **Pacific Grove Unified School District Food & Nutrition Services Meal Charge Policy**

Pacific Grove Unified School District's Food & Nutrition Services Department recognizes that occasionally students may forget their lunch money. The Food & Nutrition Services Department is committed to providing students with nutritious meals and is aware of the importance and impact good nutrition has on student learning and achievement.

We will continue to provide meals to all of our students even when their account is not current and will work with parents to clear any outstanding balance.

- If a student's account balance is \$0.00 or in the negative, the student will only be allowed to charge a meal.
  - "A la carte" items, including individual milk, may not be charged to an already insufficient account
  - A meal includes an entrée, fruit/juice, vegetable sides, and milk
- Parents are notified via text message daily of a negative account balance. The Nutrition Director also makes phone calls to insufficient accounts.
  - Parents are responsible for updating their primary phone number on Illuminate or by contacting the School Nutrition Director
- Parents are encouraged to take advantage of our online prepayment system, EZSchoolPay.com, which helps alleviate the problem of low meal account balances.
  - Parents can upload funds via credit cards and can see their child's account activity and transactions
- Parents may send cash or checks made out to PGUSD to the District Office, school office, or cafeteria
  - Ensure student's full name is on the memo
- Parents are ultimately responsible for checking and keeping their child's account balance current.

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