

FILE: EFF

MEDFORD AREA PUBLIC SCHOOL DISTRICT

DATE ADOPTED: September 21, 2017 FILE SECTOR: SUPPORT SERVICES

**DATE REVISED: August 19, 2024 POLICY TITLE: FAMILY SERVICES
ACCOUNT CHARGES AND COLLECTIONS**

Medford Area Public School District (MAPSD) family services accounts include meals, milk, ala carte items and CLC services.

MAPSD will maintain control over family services accounts that are not kept at a positive balance and collect negative account balances. Prepayment is required in family services accounts.

USDA regulations allow students other than those who qualify for free meals to be denied a meal if their account balance is negative. However, MAPSD students will not be denied a meal because of a negative account balance, but they will not be allowed to charge a la carte items. Students eligible for free or reduced-price meals shall not be overtly identified, distinguished or served differently than other students.

If a negative balance continues and the parent(s)/guardian(s) fails to provide a meal or money, Human Services or other appropriate agency will be contacted to address the student's needs.

Negative family services account balances may impact access to CLC services for all families.

MAPSD does not discriminate against individuals on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability. Federal law prohibits discrimination in education and employment on the basis of age, race, color, national origin, sex, religion or disability.

CROSS REFERENCE: EF, EFA, & EFB

LEGAL REFERENCE: §Wis. Stats. 115.34, 118.13, 120.13 (10)

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Parent(s) and Guardian(s) Responsibilities

It is the expectation that parent(s) and/or guardian(s) plan for their child(ren) to have sufficient access to food each school day. In addition, parent(s) and/or guardian(s) are encouraged to monitor and manage their family services account, including making prompt payment when necessary.

When a student purchases a family service like a school meal or CLC, the general rule is that payment is due at the time of service.

Students may charge the cost of school meals or CLC service with a negative balance. Upon reaching a negative balance, collection efforts will be initiated with the parent(s)/guardian(s) by a building administrator and/or food service director. Building administrators will be notified of these accounts and make every effort to collect the negative account balance.

Ala carte privileges are suspended when the student's balance becomes negative.

Notifications

Every effort will be made by the district to keep parent(s)/guardian(s) informed regarding their family services account. However, it is ultimately the responsibility of the parent(s)/guardian(s) to maintain a positive balance in their account.

Automated courtesy calls are generated on Wednesdays and Fridays for district families with negative balances.

Payment is due immediately upon notice. If these notifications are not successful, a school official will contact the parent(s)/guardian(s). The district will initiate collection proceedings if the family services account remains negative.

Family Access

Through this online program, parent(s)/guardian(s) have the ability to track activity/ usage, view their balance and deposit funds into their account. The district encourages families to utilize this tool to manage their account.

CROSS REFERENCE: EF, EFA, & EFB

LEGAL REFERENCE: §Wis. Stats. 97.33, 115.34, 115.341, 115.343, 115.347, 118.13, 120.13(10)