



## Parent Portal & Online Payment Center

- **mySchoolBucks.com** is an online program for parents/guardians.
- mySchoolBucks.com works with the district's school meals program.
- Parents/guardians can create an account for free.
- A free account allows parents/guardians to:
  - View their student's meal choices;
  - View their student's account balance;
  - Request automatic email alerts to low balance.
- For a \$1.95 fee, parents/guardians can:
  - Make a payment or pre-payment to their student's account;
  - Schedule payments or pre-payments;
  - Set up auto deposits to their student's account.
- The fee does not benefit Quabbin Regional School District.
- A guide to assist in creating a free account is available at [www.qrsd.org](http://www.qrsd.org) or by calling the Superintendent's office.

### THE COLLECTION PROCESS

*Please understand that the Quabbin Regional School District School Committee and administration wish to work with parents/guardians of its students to assist in any way possible to bring student school meals accounts current, but to do so you must contact us.*

- 1) **Weekly letters from Principal to parent/guardian for all accounts with negative balance of \$5.00 or more.**
- 2) Letter and/or email to parent/guardian from Director of Food & Nutrition for all accounts with negative balance of \$15.00 or more.
- 3) Letter and/or email to parent/guardian from administration for all accounts with no payment or contact after Director's communication.
- 4) Failure to bring account into good standing **within ten (10) days** will result in:
  - a. Referral of account to collections agency
  - b. Initiating a claim in court.
  - c. Notification to appropriate state agencies.
- 5) If a student's account balance exceeds **-\$25.00**, the administration may:
  - a. Prohibit participation in any future program requiring a fee (field trip, athletics, fundraiser).
- 6) At the end of **a trimester** or school year the administration may:
  - a. Prohibit other students within the household from participating in any future program requiring a fee
- 7) If a senior's account is not in good standing as of May 1<sup>st</sup>, the administration may:
  - a. Prohibit the senior from participating in senior activities and/or graduation exercises.



## A guide to School meals & our charge policy

*Amended January 2016*

*To view the full School Committee Policy EFA, visit the district's website at <http://www.qrsd.org/school-meal-charges-policy/>*

*OR call the Superintendent's Office to request a paper copy.*

**Quabbin Regional School District**

**978-355-4668**



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# A Guide to School Meals and our School Meals Charge Policy

## BACKGROUND:

- The United States Department of Agriculture (USDA) governs the National School Lunch Program (NSLP) and School Breakfast Program (SBP).
- The USDA reimburses public schools for a portion of the costs of school lunch and breakfast.
- Quabbin Regional School District participates in the NSLP and in the SBP for some district schools.
- QRSD must follow USDA regulations in order to receive reimbursement.
- Each student has a school meals account.
- All purchases made in the school meals program will be recorded in the student's meals account.

## METHOD OF PAYMENT

The Quabbin Regional School District accepts cash for daily meals at the register. It also accepts pre-payment of school meals in the form of:

- ◇ Cash or check at the register
- ◇ Online payment via the district's online school meals payment center, [mySchoolBucks.com](http://mySchoolBucks.com)

## What Makes a Lunch? Select 3-5 Components



One must be a



### UNDERSTANDING A REIMBURSABLE MEAL

Students with Free or Reduced-Price status must take a "Reimbursable Meal" for it to be free or at reduced-price. Otherwise, they must pay full price.

What is a reimbursable meal? One that consists of **at least 3** of the 5 offered components.

What is a component? Think of it as a food group.

### A LA CARTE & 2<sup>nd</sup> MEALS

A la carte items are any one component of a meal, a snack, bottled water, bottled juice or milk. These items are individually priced and are not part of a reimbursable meal. **A second meal can be up to all 5 items or just a second entrée. This meal must be charged at full price.**

**A la carte and 2<sup>nd</sup> meals cannot be charged.**

Prices for meals are set by the Quabbin Regional School District School Committee within parameters set by federal or state regulation.

### SCHOOL MEALS ELIGIBILITY STATUS:

- Eligibility status is defined by the USDA as Paying, Reduced Price or Free.

### Paying Status:

- Students may take any or all components offered each day for the price of the meal.
- Students are allowed to charge meals up to \$15.00 before the collection process begins.

### Reduced-price Status:

- Students are eligible for **one** reduced-price reimbursable lunch and, if available, breakfast per day.
- If the meal selected does not meet reimbursable meal requirements, the meal selected is full price.
- Students are allowed to charge meals up to \$4.00 before the collection process begins.

### Free Status:

- Students are eligible for **one** free reimbursable lunch and, if available, breakfast per day.
- If the meal selected does not meet reimbursable meal requirements, the meal selected is full price.
- Students are not allowed to charge.

**Second entrees or second meals and a la carte items cannot be charged. Cash or pre-paid funds on account are acceptable for these items.**