

# DELAWARE VALLEY SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: LUNCH TICKETS

ADOPTED: DECEMBER 13, 2012

REVIEWED: NOVEMBER 15, 2012

808.1. LUNCH TICKETS	
1. Purpose	The Board adopts this policy to govern situations when students do not have lunch money or when their lunch accounts have insufficient funds.
2. Definition	For purposes of this policy, the term ticket means all forms of exchange, including daily, weekly or monthly paper tickets, money, cards, coins or tokens.
3. Authority	The Board shall permit students to incur reasonable charges for replacement lunch tickets/cards or special meal arrangements, and parents/guardians shall be contacted for payment.
4. Guidelines	<p>The district shall inform students and parents/guardians in writing of the district's policy regarding missing lunch payment/cards and the students' responsibility for their payment/cards. The notice shall be provided to all households at the time they begin participating in the lunch program.</p> <p>Three (3) lunch ticket/card replacements or special meal arrangements shall be allowed for each student within the school year. After three (3) ticket/card replacements or special arrangements, a reimbursable meal will be provided, and the student shall be charged full price.</p> <p>Each school shall maintain a list of students who have reported missing lunch tickets/cards in the current school year and the number of occurrences for each student. This list must always be reviewed to determine if the student already has three (3) ticket/card replacements or special arrangements prior to denying a meal to a student without a lunch ticket/card.</p> <p>At least one (1) advance written warning shall be given to the student and parent/guardian prior to refusal to allow additional meals or ticket/card replacements. The written warning shall include an explanation that the student has repeatedly had a problem with lunch tickets/cards and that each subsequent time the student fails to have a lunch ticket/card s/he is expected to bring a lunch or pay full price for lunch.</p>