

Quaker Valley Café School Lunch Negative Balance Procedure

The Quaker Valley Café is committed to providing meals to students who choose to participate in the National School Lunch and Breakfast Program, but we also feel strongly that there is an obligation to take care of debts in a timely manner. There is a responsibility on the part of the parents/guardians to satisfy all financial obligations to the school foodservice program.

In order to provide students, parents/guardians and staff in the Quaker Valley School District with the best possible service, clarity and accountability surrounding the school meals programs, the following procedures regarding student lunch account balances will be implemented.

Students without Money or a Negative Account Balance

Quaker Valley School District recognizes the importance that all students have a well-balanced, nutritious meal while at school therefore no student will ever be denied a meal. If they do not have money on their account, the meal will be charged at that time of purchase.

Notification Process

We encourage all families to enroll at www.myschoolbucks.com to manage your child(ren)'s meal account. A weekly notification via phone and email will be sent to parents of students with a negative balance. If families are not paying off the debt, a personal phone call will be made to the parents to discuss payment plan options and/or assistance with signing up for Free and Reduced priced meals. If there is no response from the family, a letter notification of the negative balance will be sent home. Another personal phone call will be made in a final attempt to alert the family that they have been notified of the negative balance and if they do not make an effort to pay off the balances, the district will seek restitution of these fines through the District Magistrate.

Students with a Negative Account Balance will not be permitted to charge any ala carte entrees, beverages, or snacks. They may only charge one meal.

Students are not permitted to purchase ala carte entrees, beverages or snacks with cash until their negative balance has been paid in full, therefore, if they have a past year's negative balance, they still owe money and will not be permitted to purchase anything in addition to the meal.

Payment Plan

QV Café is sensitive that some families are facing financial difficulties. Parents/guardians are strongly encouraged to submit free/reduced lunch application forms annually as well as when their household information or income changes. Applications can be submitted at any time. While QV Café strongly encourages families to apply for the free/reduced meal benefits, the final application responsibility lies with the parents/guardians.

- [Apply online at Pennsylvania's COMPASS website](#)
(If approved, an Additional Benefits Form will be mailed to you to complete and return.)
- [Print an application](#)
(The Additional Benefits section is included on this application.)

If you have questions on how to complete the application or set up a payment plan, please review the instructions or contact Dana Murphy at 412.749.5089.

Under an extreme situation of nonpayment and no communication from parents regarding the negative balance, it may be necessary to withhold a student from purchasing tickets to a dance, field trip or even attending graduation until the negative balance has been paid in full or a payment plan is set up and maintained.