

3.19 Child Nutrition, Charged Meals

The Superintendent may enter into a written agreement with the Child Nutrition Program at the State Department of Education in order to procure food and other food related products and services. The Board will comply with applicable state and federal laws and regulations governing participation in such child nutrition program. Charged meals (including worthless or uncollected checks) are not considered an allowable expense. Therefore, all uncollected charges will be the responsibility of the school where the charge was made. Adult meals, a la carte, and extra items are prohibited from being charged. Parents/guardian will be notified daily of outstanding charges by CNP personnel and/or local school administrators. All charges must be paid to the Child Nutrition Program at the end of the school year using non-federal funds. Once delinquent meal charges are converted to bad debt, records relating to those charges will be maintained in accordance with record retention requirements.

[Reference: Ala. Admin. Code 290-080-030-.01, et seq.]

Charged Meal Procedure:

The goal of Bibb County Schools Child Nutrition Program is to provide student access to nutritious meals at no or low-cost each school day. It is also the intent of the Bibb County Schools Child Nutrition Program to comply with all federal program regulations.

Unpaid meal charges are considered delinquent debt. It is unlawful for the Child Nutrition Program to absorb unpaid, charged meals. Parents/guardians are responsible for providing funds for student accounts. School lunch charges are designed to cover an emergency situation in which parents/guardians or students forget to provide or bring monies for school meals. Adult meals, a la carte, and extra items are prohibited from being charged. Parents/guardians will be notified daily of outstanding charges or low balance under \$5.00. By the end of each school year all charges shall be paid either by the parent/guardian, student, or non-federal funds made available from the local school office. It will be the responsibility of each individual school cafeteria manager to notify the principal of any unpaid debts before the end of the school year. Once delinquent meal charges are converted to bad debt, records relating to those charges must be maintained in accordance with the record retention requirements. All bad debts collected should be deposited in the CNP account by the end of the school year.

Parents/guardians are responsible for providing funds for student accounts. If parents/guardians need financial assistance paying for school meals, they are encouraged to apply for free and reduced price meals. Applications are available at the school and are also available on the district website and can be submitted online. Applications for free and reduced meals can be completed at any time during the school year. Link to Free and Reduced Meal Application online: <https://paypams.com/OnlineApp.aspx>.

QR Code:



The Bibb County Child Nutrition program encourages parents/guardians to prepay meals for their children thus eliminating situations that could develop during meal time because of failure to bring money to school. Parents/guardians are encouraged to take advantage of the PayPams online pre-payment system. Through this secure website parents/guardians can view meal account balances, meal and a la carte purchases, schedule payments, and receive low balance reminders. There is no cost to register or to check balances or to view the child's purchases. A service fee of \$1.95 will be charged every time money is deposited into your account through PayPams. Link to PayPams: <https://paypams.com/HomePage.aspx>