



# **Special Education Advisory Committee**

## **Draft Policy 6130 UNPAID MEAL DEBT**

### **Recommendations Summary**

**October 12, 2022**

Prepared For:  
SEAC Membership  
Special Education Community  
Loudoun County School Board

## Overview: Policy 6130

### UNPAID MEAL DEBT

SEAC has reviewed the draft policy and determined that it does not reflect the needs of students with disabilities.

### Concerns and Recommendations

**Concern 1:** SEAC has received many reports from the community that LCPS has refused to communicate with parents in their preferred language or a language they understand and/or their preferred mode of communication or a mode they can access (e.g., Braille).

**Recommendation 1:** Line 45, ADD after guardian “in their preferred mode of communication,”

45 made directly to the parent or legal guardian **in their preferred mode of communication**, and the unpaid meal debt policy will be

### SEAC Membership Vote

#### SEAC Membership Vote on Recommendations

**Quorum:** 14 of 16 SEAC Members present – Quorum Established

**Motion:** Melissa Waugh made a motion to vote on the proposed recommendations as a slate. Cristen Martin, seconded the motion.

**Vote Summary:** Unanimous

## UNPAID MEAL DEBT

The National School Lunch and School Breakfast Programs ensure that students have access to nutritious meals to support academic readiness. It is imperative to protect the financial stability of the School Nutrition Program. The intent of this policy is to establish expectations regarding communication with parents of students whose accounts have insufficient funds to pay for school meals and to outline fiduciary responsibility.

A. Communicating the Unpaid Meal Debt Policy. The written meal debt policy will be published and communicated in a variety of ways per federal law.

B. Fiduciary Responsibility

1. Parents or guardians are responsible for all student meal expenses and are expected to pay all meal debts in full.

2. Students from families not qualified for free or reduced price meals are expected to provide payment for student meals at the time of service.

3. Students from households whose income is at or below federally designated financial levels may apply for free or reduced price meals.

4. Students whose accounts have insufficient funds will receive the advertised school menu meal of their choice. Meal options will not be changed, withheld or taken from a student with a zero or negative balance

a. Students will not be allowed to incur debt for a la carte items.

b. Employees may not require a student who cannot pay for a meal at school or who owes a school meal debt to throw away or discard a meal after it has been served to the student, do chores or other work to pay for such meals, or wear a wristband or hand stamp.

5. Adults shall pay for meals at the time of service.

6. The School Board is prohibited from filing a lawsuit against a student or the student's parent because the student cannot pay for a meal at school or owes a school meal debt.

7. Neither the School Board nor any employee of the School Board denies any student the opportunity to participate in extracurricular activity because the student cannot pay for a meal at school or owes a school meal debt.

## UNPAID MEAL DEBT

C. Notifying Households of Low and/or Negative Balances in Student's Accounts.

When a student account reaches a low or negative balance, communication shall be made directly to the parent or legal guardian, and the unpaid meal debt policy will be referenced. School Nutrition Services will not utilize wristbands or hand stamps. No communication is allowed directly with students.

D. Debt Resolution. School Nutrition Services Revenue may not be used to subsidize unpaid meal debt.

1. The School Board may receive any donation or other funds for the purpose of eliminating or offsetting any school meal debt at any time and will use any such funds solely for such purpose.

Adopted: 1/22/19

Revised: 11/30/21

Current Revision: xx/xx/xx

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Legal Refs: Code of Federal Regulations Part 200 Section 143 of [Healthy Hunger Free Kids Act, 2010](#), Code of Virginia § [22.1-79.7](#)