



# Allen Independent School District Department of Student Nutrition Charging Policy

Students use a prepaid lunch account to purchase his or her school meals. Students will be allowed a grace period of two days to continue to purchase school meals only when the account balance has been exhausted. The District will allow the student's account to accumulate a negative balance with no fees or interest applied to the account. After the student reaches the maximum charge limit, the student may receive an alternate meal.

**Students with a negative balance will not be allowed to purchase a la carte, snacks or extra items during the grace period.** They will only be allowed to purchase what constitutes as a meal. When the grace period has ended, the student will need to eat breakfast before coming to school and bring a lunch from home until the account has funds.

A School Messenger (voicemail and written email) notice goes out as soon as the account is below zero and continues every evening as long as there is a negative balance in the account. Parents are strongly encouraged to continually monitor their child's meal account balance.

## **Parent Notification**

- Parents will receive a notice from School Messenger every day that the student's account is exhausted.
- Parents can check the student's account balance on PayPAMS at no charge. (PayPAMS.com)
- Parents can set up automatic payments with PayPAMS.
- Students will be given low balance notes to take home.