



## NORTH EAST SCHOOL DISTRICT

50 EAST DIVISION STREET • NORTH EAST, PENNSYLVANIA 16428  
TELEPHONE (814) 725-8671 • FAX (814) 725-9380

Mrs. Robin Petroff-Hedlund, Food Service Director

Mrs. Luann Boltz, Child Accounting

### **North East School District Meal Charge Policy**

Ala carte and extras may not be charged at any time while your child's account is overdrawn.

If you require assistance with applying for free or reduced price school meals, please contact Luann Boltz at 814-725-8671, ext. 3900.

The District will notify households of negative balances bi-monthly by email or letter. We highly encourage families to create an account on the SchoolCafe website and set up low balance reminders. If you require assistance with paying for your child's meals or debt, the District accepts credit card payments on the SchoolCafe website or will setup a repayment plan to settle delinquent meal charges. Please contact Jeff Fox at 814-725-8671, ext. 3900 if you need to set up a repayment plan.

If the parent/guardian fails or refuses to pay delinquent meal charges or defaults in the repayment plan, the District will pursue collection with Magisterial District Judge (06-3-02) to collect delinquent balances. Please understand this process is not desired and will incur an additional cost of approximately \$130 to the balance owed, consisting of court and related collection fees.

The District occasionally receives donations for the direct benefit of students that have insufficient funds. Donations received will be applied on a district wide basis with the desire to reduce as many delinquent student meal accounts as possible. Donated funds will be applied equally to student meal accounts above an individual delinquent threshold to be determined based on the amount of donated funds received.