



Community Unit School District 201

Serving families of Westmont, Clarendon Hills and Downers Grove since 1972

July 26, 2017

Administrative Offices
Early Childhood Center
133 South Grant Street
Westmont, Illinois 60559
Phone: 630.468.8000
Fax: 630.969.9022

Manning
Elementary School
200 North Linden Avenue
Westmont, Illinois 60559
Phone: 630.468.8050
Fax: 630.969.2492

Miller
Elementary School
125 West Traube Avenue
Westmont, Illinois 60559
Phone: 630.468.8300
Fax: 630.969.5401

Westmont
Junior High School
944 North Oakwood Dr.
Westmont, Illinois 60559
Phone: 630.468.8200
Fax: 630.654.2203

Westmont
High School
909 North Oakwood Dr.
Westmont, Illinois 60559
Phone: 630.468.8100
Fax: 630.654.2758

To: Students, Parents/Guardians, and Staff
Re: Eligibility and Meal Charge Notifications

The following notification is provided at the beginning of each school year as a federally required notification regarding eligibility requirements and the application process for the free and reduced-price food services that are listed in Board policy 4:130, *Free and Reduced-Price Food Services* and 4:140, *Waiver of Student Fees*. For more information, see www.fns.usda.gov/school-meals/unpaid-meals-charges, and/or contact the Director of Food Service.

Free and Reduced-Price Food Services Eligibility

When students are unable to pay for their meal services, meal charges will apply per a student's eligibility category and will be processed by the District accordingly.

A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines, family-size income standards, set annually the U.S. Department of Agriculture, and distributed by the Illinois State Board of Education.

Meal Charges for Meals Provided by the District

The Director of Food Service and District staff will work jointly to prevent meal charges from accumulating. Every effort to collect all funds due to the District will be made on a regular basis and before the end of the school year. Contact your Director of Food Service about whether your charges may be carried over at the end of the school year, i.e., beyond June 30th.

Unpaid meal charges are considered delinquent debt when payment is overdue as defined by Board policy 4:45, *Insufficient Fund Checks and Debt Recovery*. The District will make reasonable efforts to collect charges classified as delinquent debt.

When a student's funds are low or there is a negative balance, reminders will be provided to the students and their parent(s)/guardian(s) weekly during the school year. If a parent/guardian regularly fails to provide meal money and does not qualify for free meal benefits, the Director of Food Service will direct the next course of action. Continual failure to provide meal money may require the District to notify the Illinois Department of Children and Family Services (DCFS) and/or take legal steps to recover the unpaid meal charges.