

NORTHWESTERN AREA SCHOOL DISTRICT #56-7
221 3rd STREET, MELLETTE, SD 57461
MONDAY, AUGUST 14, 2017
REGULAR MEETING OF THE BOARD OF EDUCATION

PROPOSED AGENDA

DATE OF MEETING: MONDAY, AUGUST 14, 2017
TIME OF MEETING: 5:00 P.M.
PLACE OF MEETING: NORTHWESTERN SCHOOL, MELLETTE, SD

I Call Meeting to Order

- A. Flag Salute
- B. Consider the Agenda

II Consideration of Disclosure of Conflict of Interest Authorization

III Board Communications and introduction of visitors

- * Rob Fortin and wrestling board members to talk about the wrestling program

IV Approval of Minutes

- A. Regular Meeting of July 10, 2017
- B. Annual Meeting of July 10, 2017

V Approval of Financials

- A. Adjusted Financial Statement, June 30, 2017
- B. Unadjusted Financial Statement, July 31, 2017
- C. Current Claims

VI Reports

- A. Mr. Osborn
- B. Mr. Bruns
- C. Mrs. Frericks

VII Information and Approval Items

- A. Approve Contracts
- B. Second Reading and Approval of Meal & Unpaid Meal Charge Policy
- C. Approve Open Enrollment Application
- D. Approve Bus Pick-up/Drop Off for Groton School District
- E. Application for Public School Exemption Certificate Received
- F. Surplus Chorus Chairs

VIII Acknowledgements

IX Date and Time of Next Meeting – September 11, 2017

X Adjournment

Northwestern Area School District 56-7 Meal & Unpaid Meal Charge Policy

I Purpose:

The goal of the Northwestern Area School District 56-7 is to provide students with healthy meals each day. However, unpaid charges place a financial burden on our Food Services Department. The purpose of this policy is to insure compliance with federal reporting requirements for the USDA Child Nutrition Program, and to provide oversight and accountability for the collection of outstanding student meal balances.

The intent of this policy is to establish uniform meal account procedures throughout Northwestern Area School District. The provisions of this policy pertain to regular priced school breakfast and lunch meals only. While the USDA Child Nutrition Program does not require that a student who pays for regular priced meals be served a meal without payment, the Northwestern Area School District provides this policy as a courtesy to those students in the event that they forget or lose their lunch money.

II Policy:

Full Pay Students – Preschool, Elementary, Middle School and High School Students will pay for meals at the district's published standard rate each day. A student will be allowed to charge a maximum of \$20 to their account. Once a student has charged to the maximum of \$20, he/she will not be allowed to charge for any Seconds or Extra or Extra Milks. The student will be allowed to receive a reimbursable meal, the cost of which will be added to their account.

Free Meal Benefit - Free status students will be allowed to receive a free breakfast and lunch each day. Any extra entrée's or extra milks must be prepaid.

Reduced Meal Benefit - Reduced status students will be allowed to receive a breakfast for \$.30 and lunch for \$.40 each day. A student will be allowed to charge a maximum of six \$10 to their account after the balance reaches zero. Once a student has charged to the maximum of \$10, he/she will not be allowed to charge for any Seconds or Extra or Extra Milks. The student will be allowed to receive a reimbursable meal, the cost of which will be added to their account.

Parents/Guardians are responsible for meal payment to the food service program. Notices of low or deficit balances will be sent to parents/guardians at regular intervals during the school year.

The school cafeteria possess computerized point of sale/cash register systems that maintain records of all monies deposited and spent for each student and said records are available by setting up an account at the school business office. This is done when students enroll at Northwestern.

Students/Parents/Guardians pay for meals in advance with cash or a check payable to Northwestern Food Service. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student will be carried over to the next school year.

Refunds for withdrawn, and graduating students; a refund will be given to students withdrawing or graduating if no other siblings are attending Northwestern. The balance of students who are graduating at the end of the year will be transferred to a sibling's account.

Balances Owed collection of owed balances will be turned over to a credit collection service if not paid by the end of the school year, or at the discretion of administration

If a student is without meal money on a consistent basis, the administration will investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child.