

BARTLESVILLE PUBLIC SCHOOLS
Child Nutrition Program
Secondary School Policies
2007-2008

The Child Nutrition Department operates the food services provided in the Bartlesville Public Schools. Breakfast and lunch are served in all of the schools following the guidelines of the National School Lunch and the National School Breakfast Programs.

Secondary Meal Prices

Breakfast:	
Student Paid	\$ 1.20
Student Reduced	.30
Guest	1.55
Lunch:	
Student Paid	\$ 2.10
Student Reduced	.40
Guest	2.60
Extra Milk	.50

Payment for Meals

A computerized system is used for recording and accounting meals and money. Each child is issued a bar coded account card. Advance payment for meals is credited (+) into each individual account and meals purchased are debited (-) out of the same account.

Students may use their meal cards to purchase ala carte and snack bar items in addition to the traditional meals. Purchases can be limited to “*meals only*” upon request.

Advance payments are made directly to the cafeteria manager or cashier before school or during meal service. The school staff members and secretaries do not handle meal money.

Payment Reminders

A payment reminder will be displayed when the account balance reaches \$6.30. Additional reminders are displayed each time a purchase is made with a balance of less than \$6.30. The student will be told each time the reminder is displayed. This will give the student ample opportunity to apply payment to his/her account. Advance payment may be made in any convenient amount. Writing the student’s name and/or account number on your check will assist the cashiers in crediting the proper account.

Please make checks payable to: ISD #30 Child Nutrition.

No Charges

Secondary students are not allowed to charge meals or ala carte purchases. The debit card program will not allow negative balances.

Refunds

Refunds can be given upon written request during the school year in which the payment is made, but no later than May 15th of that year. Money remaining on account at the end of the school year will be carried forward into the following school year.

Free and Reduced Price Meals

Applications for the Free and Reduced Price Meal program are distributed to all students at the beginning of the school year. Applications are always available at the Child Nutrition Office, the school offices, and the cafeteria offices. Application may be made at any time during the school year.

Applications must be processed, eligibility determined, and approval notification made before students receive free or reduced price meals. This process may take up to ten working days. *Students are responsible for paying full price for all meals received prior to application approval.*

Individual Free and Reduced Price Meal application information remains confidential within the Child Nutrition Office. All families are encouraged to make application as the statistical information pertaining to the number of students qualifying for benefits is a determining factor in the federal and state funding allocated to the District for educational programs.

For additional information about the meal programs and service, contact the:

**Child Nutrition Programs
PO Box 1357
Bartlesville, OK 74005
(918) 333-7966**

In accordance with federal law and United States Department of Agriculture (USDA) policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer. You may also write to the Oklahoma State Department of Education Child Nutrition Programs, Child Nutrition Programs Section, Room 310, 2500 North Lincoln Boulevard, Oklahoma City, Oklahoma 73105-4599.