



American Indian Model Schools Local Meal Charge Policy 2018-2019

Dear Parent or Guardian:

American Indian Model Schools participates in the National School Lunch Program by offering nutritious meals every school day. Students may buy lunch for \$3.00. Eligible students may receive meals free of charge or at the reduced-price. You or your children do not have to be U.S. citizens to qualify for free or reduced-price meals. You must fill out a new Free/Reduced Lunch Application at the beginning of each school year to see if you qualify. Applications are available at our front desk any time throughout the school year. If you have any questions about applying, please call Operations Department at 510-893-8701.

Payments

We ask that families pay up front for student meal purchases. This helps lunch lines move quickly, giving students more time to enjoy their meal. There are multiple options to make payments to your student's lunch account:

In-Person Payments

- Payments can be made on school days at the American Indian Model Schools front desk between the hours of 9:30 a.m. to 1:00 p.m.
 - Address: 171 12th St. Oakland, CA 94607
- We accept cash in exact amounts.
 - A receipt will be given at time of payment.
- Students can make payments at the front desk register between the hours of 9:30 a.m. to 12:30 p.m.
 - A receipt will be given at time of payment.

Electronic Payments through MealTime

- Payments can be made online at www.mymealtime.com
- There is a 4.9% transaction fee for online payments.

Charges/Balances

If a student takes a meal they will be charged for it. We encourage families to have a conversation with students so they know whether they can participate in the school meal program.

American Indian Model Schools will allow students to charge a negative balance to their lunch account. The negative balance limit is \$20.00. Outstanding balances must be paid within 2 weeks.

American Indian Model Schools prohibits the charging of à la carte or extra items by any student with a negative balance regardless of the student's eligibility status.

Once a month balance notifications will be mailed to families. The balance statement will notify you of the current status of your student's lunch account. The balance statement will also include instructions for making payments (same as above).

Delinquent Meal Charge Debt

We understand that there are hardships. If your family is experiencing a financial setback, please contact us so we can help. We are willing to work with you to develop a payment plan for your lunch account.

Also, families may submit a free/reduced lunch application at any point during the school year. One application per family. We can assist you in applying for free or reduced lunch if your income situation has changed mid-year.

Please contact Ms. Tung at 510-893-8701 for assistance.

These policies are also outlined Meal Charge Policy can be found on our school website at www.aimschools.org