

Willis ISD

Charge Policy

Parents are strongly encouraged to continually monitor their child's meal account balance.

When a student's meal account is exhausted, the student will be allowed to continue purchasing full meals only (not a la carte items) up to -\$5.00.

Payments on student accounts may be made in the school cafeteria daily before school and during meal service times or on-line at www.schoolcafe.com/willisid.

Once a student's account reaches the charge limit, the student will receive an alternate reimbursable lunch consisting of the lowest-cost entrée and the student's choice of a fruit, vegetable, and/or milk.

Child Nutrition Services will notify parents/ guardians when their child's account is exhausted by sending charge notices home with students. School Cafe also provides an option to receive low balance and/or negative balance notices via e-mail or the School Cafe app.

School Cafe is a great communication resource to inform you of your child's account balance for no charge.

There is no charging of adult meals.

Revised: July 2022

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must

contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. This institution is an equal opportunity provider.