

Lexington School District Two Meal Service Procedures

Meal Prices

Elementary Breakfast - \$1.40 per meal
Elementary Lunch - \$2.55 per meal

Middle and High School Breakfast - \$1.40 per meal
Middle and High School Lunch - \$2.80 per meal

Your student(s) may qualify for Free or Reduced Price meals. Reduced price is \$.30 for breakfast and \$.40 for lunch.

Free and Reduced Price Eligibility

Free and Reduced meal applications are available throughout the year in all schools for families who qualify because of financial needs. After the application has been approved, your student may participate in both the Breakfast and Lunch meal programs in their respective categories. To be considered for Free and Reduced price meals, **a new application must be submitted at the beginning of each school year.** Every student is responsible for paying full price for meals until their eligibility status is approved.

Free-Reduced On-line Applications

You may apply for Free and Reduced Meals online by visiting www.paypams.com/onlineapp, select South Carolina and then Lexington School District Two or www.lex2.org, under Parent & Community Tab, Food Service/Meal Assistance, Online Application. Please have your Student ID number available.

Meal Payment Options

- 1) Payments are accepted any time in the school cafeteria. Checks should be made payable to the school your child attends. Please include the child(ren's) names on the check.
- 2) Payments can also be made on-line through PayPams, Parent Account Management System, by visiting www.paypams.com.

PayPams – online Parent Account Management System

PayPams is a free tool that allows you to view your child(ren)'s meal account balance, schedule automatic payments based on account balance, receive low balance email reminders and view a report of daily spending and cafeteria purchases. **If you choose to make a payment online, there will be a charge of \$1.95 per student payment.** Please allow 1-2 school days for your payment to update the account balance at the school.

Charge Procedures

While provisions are made for all students to participate in the District's student food service and nutrition program through full payment, reduced payment and free meals, from time to time alternatives must be used to ensure that ALL students have an opportunity to participate in the food service program every day. Schools are not required to serve students who are eligible to receive reduced price or full price meals when they do not have money to pay.

We understand that on occasion a student may forget to bring payment. Therefore we will make provisions for these occasions consistent with the procedures below.

Elementary and Middle School

Balance notifications will be sent home weekly, with interims and report cards. When your child's account balance reaches a **negative balance of \$15.00** parents will be contacted through a letter or phone message notifying the parent that when the child's meal account reaches a **negative balance of \$25.00**, an alternate meal will be provided to the student. The alternate meal will consist of a sandwich, fruit or vegetable and milk. Full paying student accounts will be charged \$2.55 in elementary school and \$2.80 in middle school and reduced student accounts will be charged \$.40 for the receipt of the alternate meal. Students who have been placed on the alternate meal plan will not be allowed to purchase additional items or snacks in the cafeteria until their debt is settled. If a student's charges are excessive, the South Carolina Department of Social Service may be contacted in relation to potential student neglect.

Please note that all charges accumulated are carried to the next school year as long as the student is enrolled in Lexington County School District Two. **If your child currently has a negative balance of \$25.00 or more they will be served an alternate meal.**

High School

No Charge Policy.

When your child's account balance reaches a **negative balance of \$5.00** parents will be contacted by phone message notifying the parent that when the child's meal account reaches a **negative balance of \$10.00**, meal service will be denied.

Please note that all charges accumulated are carried to the next school year as long as the student is enrolled in Lexington County School District Two. **If your child currently has a negative balance of \$10.00 or more they will not be served a meal, unless they pay cash.**

Restriction of Activities

Students with excessive outstanding café charges may be restricted from participation in activities as determined by school and district level administration, including but not limited to: athletics, field day, field trips, school functions such as dances and proms, fundraisers, graduation activities, limited school choice, after school day care, after school enrichment activities, District dance and tumble programs. These restrictions will be applied until their balance is paid or a monthly payment plan is in place.

Payment Plans

Payment plans can be established through the Café Manager. Once a plan is established, payments will be due on the 5th day of every month. It is strongly recommended that monthly payments equal 10% of the outstanding debt. Payment plans will not be established with less than a \$15 down payment. Failure to adhere to the monthly payment plan established will result in restriction of activities as noted above.

Refund Request

In the event a student withdraws or graduates and has a positive meal balance, a request for a refund can be made through the school cafe or district office. Student meal balances are available 24/7 through www.paypams.com or by contacting the school cafe or district office, 803-739-8381.