



RIVER CITY SCIENCE ACADEMY

River City Science Academy (RCSA) School Lunch and Breakfast Program

Meal Charge Policy

	Breakfast	Lunch
<i>Free Eligible Status</i>	No charge	No charge
<i>Reduced Eligible Status</i>	\$0.30	\$0.40
<i>Paid Eligible Status</i>	\$3.50	\$5.25

River City Science Academy (RCSA) Meal Charge Guidelines for Parents

To ensure students maintain access to nutritious meals and to avoid disruptions in meal service, River City Science Academy has established the following professional guidelines regarding meal account management and negative balances.

1. Payment Expectations

- **Advance Payment:** Meal payments are expected in advance or at the time of service.
- **Monitoring Balances:** It is the responsibility of the parent, guardian, or student to regularly track cafeteria account balances.
- **Replenishing Funds:** When notified of a negative balance by the Site Business Specialist, parents should replenish the account immediately to ensure continued service.

Ph: (904) 855-8010

Fax: (904) 855-8014

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2. Resolution of Negative Balances

If an account falls into a negative balance, the school will initiate the following contact schedule:

- **Day 1:** Parent notification via email.
- **Day 2:** Follow-up via phone, email, and other school communication channels.
- **Day 3:** Student is restricted from purchasing any **A La Carte** items until the balance is paid.

3. Consequences for Balances Exceeding -\$20.00

Once a student reaches a negative balance of **\$20.00 or more**, and after three collection attempts, the following restrictions apply:

- **Paid & Reduced-Status Students:** May not receive reimbursable meals or A La Carte items.
- **Free-Status Students:** May not receive a **second** reimbursable meal or A La Carte items. (Note: Initial reimbursable meals cannot be denied to students in this category).
- **Extracurricular Restrictions:** Students with outstanding negative balances are ineligible for school field trips and senior privileges.

4. Assistance and Applications

- **Annual Requirement:** A new Free/Reduced Meal Application must be submitted every school year.
- **How to Apply:** Applications are available year-round on the RCSA Website or as paper copies via the school office or email.

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- **Confidentiality:** All communications regarding negative balances are handled discreetly and confidentially by school officials to prevent the overt identification of a student's eligibility status.

5. Support and Contact

For questions regarding your account or to set up a payment plan, please contact your school's **Site Business Specialist**. Payments can be managed through the school's designated online portal www.schoolpaymentportal.com

Angeline Buyuksarac

Food Service Director

River City Science Academy

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