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**FEDERAL HOT LUNCH PROGRAM POLICY**  
Adopted by the  
**ST. PAUL'S LUTHERAN SCHOOL BOARD**  
August 17, 2015

**Whereas, some families have abused the financial privileges of our school lunch program and accrued significant balances;**

**and, whereas, these balances have become difficult to collect;**

**and, whereas, these balances could place our FEDERAL HOT LUNCH PROGRAM participation in jeopardy during an audit;**

**BE IT RESOLVED, that our Lutheran School Board adopt a policy which is consistent with other school district policies that:**

- 1) sends a reminder when a lunch balance reaches 5 remaining days BEFORE the student is out of paid lunches;**
- 2) allows the student to have a peanut butter sandwich with milk OR the BASIC salad bar with milk for 5 days when the balance reaches \$0 or below;**
- 3) has the office make verbal contact with the family during the 5 "allowed" days to remind them about the \$0 or below balance;**
- 4) allows the student or school office to contact the parent by telephone from the school office to request that the parent bring lunch money;**
- 5) and, suggests that a student bring their own lunch if the balance is not brought to a 5 day balance after the above steps are taken.**