



To: Students, Parents/Guardians, and Staff
Re: Eligibility and Meal Charge Notifications

The following notification is provided at the beginning of each school year as federally required notification regarding eligibility requirements and the application process for the free and reduced-price food services that are listed in Board policy 4:130, *Free and Reduced-Price Food Services* and 4:140, *Waiver of Student Fees*. For more information please contact Kristen Lugo at 630-368-4520.

Free and Reduced-Price Food Services Eligibility

A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines, family-size income standards, set annually by the U.S. Department of Agriculture, and distributed by the Illinois State Board of Education. Meal charges will apply per a student's eligibility category and will be processed by the District accordingly.

Meal Charges for Meals Provided by Quest

Quest Services and Butler 53 staff will work jointly to prevent meal charges from accumulating. Every effort to collect all funds due for school lunches will be made on a regular basis and before the end of the school year.

Unpaid meal charges are considered delinquent debt when payment is overdue. Quest and the District will make reasonable efforts to collect charges classified as delinquent debt.

When a student's funds are low or there is a negative balance, reminders will be provided to the students and their parent(s)/guardian(s) at regular intervals during the school year. If a parent/guardian regularly fails to provide meal money and does not qualify for free meal benefits, lunch program participation may be restricted. Continual failure to provide meal money may legal steps to recover the unpaid meal charges.