

LEBANON SPECIAL SCHOOL DISTRICT

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Angie Ballard, R.D.  
Child Nutrition Supervisor  
701 Coles Ferry Pike  
Lebanon, TN 37087

Phone: 615.449.6060  
Fax: 615.449.5673

**2009-2010 SCHOOL YEAR**

Dear Parent,

The Lebanon Special School District Board of Education current Meal Charge Policy is as follows:

**Meal Charge Policy**

**Students will be permitted to charge lunches and are encouraged to pay the next day. After the third charge, a note will be sent to the student's home notifying the parent of the charges. The parent is responsible for paying the charges within two days. This will be a total of five charges permitted. After the *fifth* charge, the child will be sent to the principal and permitted to charge at the principal's discretion. A statement with outstanding charges at the end of each month will be mailed to the student's home.**

We would like to encourage you to pay for your child's breakfast and lunch on Monday of each week. (You may pay for one or several weeks in advance.) This helps the children go through the line faster and helps avoid lost or forgotten money. You may send a check (*with your child's name on it*) or cash. This will be turned in to the teacher and then sent to the cafeteria cashier. If you want to take the money to the cashier yourself you may do so. As the student goes through the line, he/she punches his/her number to be counted and the amount paid for lunch is deducted from the amount.

***\*\*Checks will not be accepted after the second returned check.***

***\*\*Board Policy states that out of county checks will not be accepted.***

If there is a change in family income or the number of people in a household during the school year, you may apply for free or reduced meal price meals. We appreciate your support of your child by providing their meals and getting them ready to learn.

I have read and understand the charge policy and will comply with this policy.

Child's Name \_\_\_\_\_

Parent's Signature \_\_\_\_\_

**Please returned this signed copy to your child's school.**