



**STATE OF HAWAII**  
**DEPARTMENT OF EDUCATION**  
Ali`iolani Elementary School  
1240 7<sup>th</sup> Avenue  
Honolulu, Hawaii 96816

Ali`iolani Elementary School – Unpaid Meal Charges Policy

In accordance with Senate Bill 423 and the United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) policy SP 46-2016, the following policy is in place:

- Any student eligible for free or reduced price meals during the previous school year will continue to receive the same benefits until a new application is processed or up until (30) days of the new school year;
- Students who are unable to pay for their meal at the time of the meal service shall be allowed to charge a meal for the first twenty one (21) days of school;
- Students will not be denied a meal within seven (7) days after the meal account reaches a zero balance;
- If a student's meal account remains in a loan status or negative balance after the seven (7) days, the school shall reserve the right to deny meal service until the loan is repaid and additional funds are added to the meal account;
- Regardless of eligibility status, students with a negative balance will not be allowed to charge for an ala carte or extra item(s);
- Students submitting new applications and approved for free or reduced-price meals will receive retroactive credit to clear charges based on application submission date but not the month prior. Applications shall be date stamped with the application submission date;
- Low balance (accounts with balances of \$5.00 and below) reminders will be sent home on a weekly basis. Go to the School Café website (<https://schoolcafe.com>) to get the latest meal account balance. Additional notifications include phone calls and emails to parents. After sending home three (3) consecutive negative balance letters, a freeze will be placed on students' meal account.
- Payments cannot be collected at the food service counters. Payments are accepted in the school office and should reflect in the students account within 3 days. The remaining balance will be transferred to the next year. Refunds will be given upon request;
- Students must bring home lunch when they do not have enough money in their account to cover the cost of meals until their meal account reflects a positive balance.