



Office of Education

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School Meal Charge Policy

1. Policy Purpose and Philosophy

The primary purpose of this policy is to ensure that all students and staff have consistent, daily access to nutritious meals (breakfast and lunch) that support health and learning, regardless of their financial status. This school operates a zero-charge meal system thanks to the generous financial sponsorship of The Dallas Project Seventh-day Adventist Church.

2. Program Sponsorship and Cost Structure

A. Meal Rates Covered by Sponsor

The constituent church, The Dallas Project Seventh-day Adventist Church, has committed to sponsoring the full cost of regular, reimbursable meals served to all enrolled students and school staff.

- Breakfast Cost: **\$3.00** (Covered by Sponsor)
- Lunch Cost: **\$5.00** (Covered by Sponsor)

B. Charges and Account Balances

No student or staff member will ever be denied a regular, reimbursable meal due to insufficient funds.

- Meal accounts will not track charges or deficits for regular meals.
- The school is responsible for submitting aggregated meal counts/invoices to the sponsor for reimbursement.
- Parents and staff are not required to deposit funds for regular school meals.

3. Meal Service Procedures

A. Eligibility

All enrolled students and all staff members are eligible to receive one sponsored breakfast and one sponsored lunch each school day.

B. Meal Components

All sponsored meals must meet the complete component and quantity requirements defined by the USDA Child Nutrition Programs to qualify as a reimbursable meal under this sponsorship agreement.

C. Meal Recording

The school's food service staff will maintain an accurate system for counting the number of sponsored breakfasts and lunches served daily to students and staff. This count will be used exclusively for:

1. Reporting to the sponsoring organization.
2. Compliance with the sponsoring agreement.

4. Exemptions and Exceptions

A. À La Carte and Extra Items

This zero-charge policy applies only to a single, complete, reimbursable meal (breakfast and lunch). Any extra items, such as second servings, bottled drinks, or snacks purchased outside of the full meal components (à la carte items), are the responsibility of the student or staff member.

- Funds for à la carte items must be paid for at the point of sale.
- The school reserves the right to deny the sale of à la carte items to any individual who does not have funds to pay at the time of purchase.

B. Field Trips and Catering

- The sponsorship agreement covers meals served on campus during regular operating hours.
- Special meals provided for field trips, catered events, or after-hours activities may require separate payment and will be clearly communicated to parents/staff in advance.

5. Communication and Confidentiality

A. Annual Notification

This policy will be distributed annually to all students, parents, and school staff at the beginning of the school year or upon enrollment/hiring.

B. Confidentiality

All aspects of the meal service and the sponsorship agreement will be handled confidentially. Because no debts are incurred by the student or staff, there will be no communication regarding meal debt or negative account balances.