



**WELLMAN-UNION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT**

P.O. Box 69

5<sup>th</sup> & Terry St.

Wellman, TX 79378-0069

<http://wellman.esc17.net>

(806) 637-4910 phone (806) 637-2585 fax

Nate Wheeler, Superintendent \* Bridget Brown, Elementary Principal \* Kyna Wheeler, Secondary Principal \* Megan Becker, Counselor

---

## **BREAKFAST/LUNCH MEAL ACCOUNT REGULATIONS (See Policy CO-LOCAL)**

Wellman-Union CISD participates in the National School Lunch Program and offers free and reduced priced meals based on a student's eligibility. Packets with meal prices and Free and Reduced Meal Applications are sent home with students/parents on or before the first day of school. Information about applying can be obtained from the business office or on our school website: <https://wellman.esc17.net/>

We encourage all cafeteria meals to be prepaid. Statements will be mailed monthly showing account balances. If a student has a negative balance, he/she will be allowed to charge meals and a parent/guardian will be notified that a payment is due.

Payments can be made at the school business office with cash or check or online through the MealTime app, which is located on the school website.

Unpaid balances may result in the student not being allowed to participate in extracurricular activities.

Transfer students with unpaid balances may have their transfer denied.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or (2) fax: (833) 256-1665 or (202) 690-7442; or (3) email: [Program.Intake@usda.gov](mailto:Program.Intake@usda.gov).

This institution is an equal opportunity provider.

FOOD AND NUTRITION MANAGEMENT

CO  
(LOCAL)

**Food Donation**

The Superintendent shall be authorized to develop regulations for the District to donate or otherwise dispose of leftover food in accordance with law.

**Meal Charges**

State Law

As established by the Board, a student with an exhausted or insufficient balance on his or her meal card or meal account shall be allowed to continue to purchase meals for up to 20 school days. The Superintendent shall develop administrative regulations for this grace period to address:

1. The District's processes for parent notification during the grace period, including a schedule for repayment; and
2. Whether the student will be limited to certain foods or beverages during this grace period, and, if so, the District's efforts to minimize overt identification of the student.

No fees or interest shall be charged by the District for meals purchased during the grace period.

Federal Law

For each campus that participates in the federal school breakfast or lunch programs under which students may incur a meal charge, the District's administrative regulations shall also address procedures for a student who has insufficient funds to purchase a meal following exhaustion of the grace period described above. The procedures shall address:

1. The parameters under which meals shall be served to the student;
2. The District's efforts to minimize overt identification of the student; and
3. How the District will attempt to collect unpaid debt in order to maintain the financial integrity of the food service account.