

DeKalb County Eastern School

Food Service Policies 2023-2024 School Year

DeKalb County Eastern School District student meals are back to Full Pay without the approval of a free/reduced application. Parents are expected to prepay for their children's lunch and/or breakfast. All a la cart purchases must be paid for by the student. To add funds to your students account with the online method, please follow the directions below. We will be accepting cash and checks in the cafeteria as an alternate mode of payment as well.

1. Visit: <https://dekalbeastern.familyportal.cloud>
2. Follow the online prompts to create an account using an email address and by entering your student's 9-digit ID number. Your student ID number is located in PowerSchool Parent Viewer.
3. Deposit funds and allow 10-15 minutes for your deposit to show active at our registers, and 24 hours to show active in PowerSchool.

Account Charging Protocol

Please review the policy regarding NO Charging for your student(s) grade level:

K-6: Student accounts reaching a negative balance totaling the cost of three(3) meals, will then be offered an alternate meal of a peanut butter sandwich, milk, fruit, and a vegetable. **All students have the option of paying cash for each meal and are made aware verbally when lunch accounts are getting low, well in advance. If a student is unable to use their account or pay cash for a meal, then they will be offered an alternative meal.** The district will attempt contact with the family by sending notices, emails or phone calls. These alerts will give the students name and the low and/or negative balance information.

9-12: Student accounts reaching a negative balance totaling the cost of three(3) meals, will then be offered an alternate meal of a peanut butter sandwich, milk, fruit, and a vegetable. **All students have the option of paying cash for each meal and are made aware verbally when lunch accounts are getting low, well in advance. If a student is unable to use their account or pay cash for a meal, then they will be offered an alternative meal.** The district will attempt contact with the family by sending notices, emails or phone calls. These alerts will give the students name and the low and/or negative balance information. Student balances are also readily available via PowerSchool to both students and parents.

Staff: Staff members of DeKalb Eastern should strive to **not** have a negative account balance. In the case where it occurs, staff should not go over the procedure in place for the students **K-12**.

Please refer to DeKalb Eastern School Board Policies, section EFD – School Lunch Charging Policy-Food Service for detailed information including low balance contacts, charging thresholds, and account refunds.

Free/Reduced Meal Applications

Everyone has the opportunity to apply for fee/reduced meal benefits. You can complete this form online at <https://dekalbeastern.familyportal.cloud> from your students beginning of the year school packet or pick an application up at the front office of the child's school or FSD office. Applications are open for submissions beginning July 1st of the current school year. Parents are encouraged to fill out the application at any time throughout the school year and if income/family status changes.

Please contact the following for additional questions and concerns:

Dana Hedges-Director of Food Service

dhedges@dkeschools.com (260)868-2186 x 3015

This institution is an equal opportunity provider.