

NOTIFICATION OF INSUFFICIENT MEAL CARD OR ACCOUNT BALANCE

_____ (date)

Dear Parent or Guardian:

The EMS ISD student meal account for your child has been exhausted, and he or she has been granted a grace period to continue to purchase school meals. During this grace period, no fees or interest will be applied; however, the student will not be allowed to charge a la carte items or extra items. If money is not added to the student's meal account by the end of the grace period to pay for the meals incurred during the grace period and additional meals, the student will be served an alternate meal by the food service staff or will need to eat breakfast before coming to school and bring a lunch from home.

Elementary Students:

- 1st occurrence: Student may charge a full regular menu meal.
- 2nd occurrence: Student may charge a full regular menu meal.
- 3rd occurrence: Student may charge a full regular menu meal.
- 4th occurrence: Student may charge a full regular menu meal.
- 5th occurrence: Student may charge a full regular menu meal.
- 6th occurrence: Student will receive an alternate meal.

Secondary Students:

- 1st occurrence: Student may charge a full regular menu meal.
- 2nd occurrence: Student may charge a full regular menu meal.
- 3rd occurrence: Student may charge a full regular menu meal.
- 4th occurrence: Student will receive an alternate meal.

Payments can be made online at www.myschoolbucks.com

Student's name: _____ Grade: _____

Date the meal card or account became insufficient in funds: _____

Full amount due: \$ _____ Due Date: _____

Please return payment to the following District personnel:

Name: Campus Nutrition Manager Phone number: _____