

SCHOOL MEAL PAYMENT GUIDELINES



Breakfast and lunch are available to all students and are served daily. Meal fees must be paid in advance of service.

All monies received for school meals are credited to the student/family meal accounts and managed electronically through Skyward Family Access.

PAYMENT OPTIONS:

- **Cash** or personal **checks** may be remitted to the school office or student's teacher. Weekly or monthly payments to fill the student meal account are preferred, though meals may be purchased on the day of service.
- **Payments may be submitted anytime online through e-Funds for Schools**, which may be accessed through the family's Skyward Family Access account or the district website at www.valleysd.org/online-payments.
 - The e-Funds payment service requires a simple, one-time registration to activate an account.
 - Online payments can be made 24 hours a day from a checking account, or credit or debit card.
 - Automated payments can be activated by parents. Each time a payment is made, an email confirmation is sent. Parents may view the account payment history for the entire school year.
 - Access your account from your mobile device. A link to the *Mobile Payments Guide* is located on the [district webpage](#) referenced above.
 - For additional information or guidance, please consult the Student-Parent Handbook or contact the school office.



MEAL CHARGE POLICY:

Valley School District implements a consistent "No Charge Policy" for staff, students and visitors.

- In the event a student does not bring a breakfast or lunch to school or have sufficient funds in his/her account to purchase a meal, a short-term exception to the No Charge Policy is allowed. To ensure proper nourishment, the student will be served a standard meal and the fee will be charged to his/her account.
- Payment for all charged meals is expected from the family at the earliest time possible. Families will be notified by the school of low or negative meal account balances.
- VSD Business Office staff will communicate directly with parents and guardians to resolve negative meal account balances.
- For complete information, parents should review standard practices concerning food services, meal charges and unpaid meal charges found in the following procedures at www.valleysd.org/policies-and-procedures:
 - 6701P1-Nutrition and Food Services
 - 6701P2-Food Service Accounting

APPLY FOR FREE MEALS:

Families are encouraged to submit a National School Breakfast/Lunch Program application each year to determine student eligibility for free or reduced-priced meals.

- All information is confidential and no distinction about a student's status is made in the service line.
- Application assistance and/or translation services will be provided upon request.
- Application materials may be accessed at www.valleysd.org/nutrition, or by calling the school office.



Valley School District
509-937-2791



Valley K-8 School
509-937-2413



Paideia High School
509-937-2655