Polk County Schools Meal Charge
Administrative Procedure

Effective Date: July 1, 2023

As provided in SP 46-2016, all school food authorities (SFAs) operating the federal school meal programs (National School Lunch Program and/or School Breakfast Program) must have a written and clearly communicated meal charge administrative procedure in place no later than July 1, 2017. All SFAs must have an administrative procedure in place for children participating at the reduced price or paid meal rate who either do not have money in their account or in hand to cover the cost of the meal at the time of service. SFAs are required to communicate that administrative procedure to families and school and/or district-level staff members as appropriate. SFAs should ensure the administrative procedure is communicated on an annual basis.

Families will have access to the meal charge administrative procedure by visiting our website at http://polk-schools.com/school-nutrition. A written copy will be sent home in each student packet at the beginning of each school year. Families of transfer students (during the year) will receive a written copy of the district-wide charge administrative procedure in a new student packet at the time of transfer and registration with Polk County Schools.

Community Eligibility Provision (CEP)

Polk County Schools have been approved to operate under the Community Eligibility Provision (CEP). All students will be served breakfast and lunch free of charge for the 2023-2024 school year.

Polk County Schools does not allow any types of meal charges

Parents may put money on a student's account for alacarte purchases. Alacarte items may not be charged. If a student changes school districts or graduates and leaves money on an account, that money will be transferred to a sibling's account. If there is no sibling and the money is not claimed, after one year it will be transferred to the State Treasury Department as unclaimed property.

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