

**WILSON SCHOOL DISTRICT**  
**Food Service Department**  
**Negative Account Balances**

If your child's account goes in the "negative" it is the parent/guardian responsibility to pay the deficit. The Food Service Department will notify you when your child's account is in the negative. We recognize there will be times a child may forget money or notification of a negative balance and payment may cross in the mail. We ask that you respond promptly to correspondence about negative accounts.

If you are having difficulty paying for your child's meals and feel you might qualify for Free or Reduced meals please complete an application or call the Food Service Office, (610) 670-0180, extension 1148, to discuss meal payment options.

**We are not able to tell your child about their meal account balance** unless they make a specific inquiry about their account balance to the Cashier or the Cafeteria Manager. Cashiers will not inform your child as they come through the serving line, that the meal account has a negative balance. We will send home confidential notification of the outstanding balance when it exceeds \$50.

**NOTE:** If a student has a negative balance and leaves the district for any reason, his/her negative balance the District will,

- Transfer the negative balance to a sibling's account to pay off the debt
- Work with you to address the negative balance and establish a repayment plan

When the account balance, per student, is in excess of \$50 you will be contacted by mail. If you do not pay the outstanding balance a second letter will be sent by regular mail and certified mail. If you do not respond to the second request for payment your name will be mailed to the collection agency for payment. When your name is submitted to the collection agency all payments must be handled by the collection agency.