

Policy Number: 534
Adopted: 4.29.24
Revised:

Skyline Math and Science Academy Meal Policy

I. PURPOSE

The purpose of this policy is to provide guidance regarding school meals.

II. GENERAL STATEMENT OF POLICY

Adult Meal payments:

- Adult meals are not provided at Skyline Math and Science Academy.

Meal Counting and Claiming

The Point of Service (POS) Monitor staff personnel operating the computerized point of service system. The computerized POS system provides a daily and monthly tabulation of meals. The data is to be submitted on the monthly claim for reimbursement online via CLICS to the MN Department of Education.

Skyline Math and Science Academy participates in the National School Breakfast and Lunch Program called the Community Eligibility Provision (CEP) and provides meals free of charge for all students, regardless of the student's free, reduced, and full paid eligibility status determination. Households may apply for free/reduced eligibility benefits by submitting an application for educational benefits form anytime during the school year. Applications are provided to all households prior to the school year and are included in school information/enrollment packets. In addition, applications are available in the school office.

Meal accounts are set up and each student is assigned a confidential three or four-digit code. After the point of service (POS) staff person determines if the students have selected a reimbursable meal, at each meal the three/four-digit code is entered into a keypad by each student and disallows any other access to the meal account. The Point of Service (POS) Monitor staff person operates the computerized point of service system. Foodservice staff acts as monitors and is provided annual and ongoing training on identifying reimbursable meals. The computerized POS system provides daily and monthly tabulations of meals by free, reduced, and full paid categories and monthly totals for reimbursements. The data to be submitted on the monthly claim for reimbursements is edited/compared to daily and monthly maximum allowable meals by category prior to submission. The monthly claim for reimbursement is submitted online via CLICS to the MN Department of Education