



LENAPE VALLEY REGIONAL HIGH SCHOOL

Thomas E. Claeys, Jr., Principal

September 2017

Dear Lenape Families,

Lenape Valley Regional High School is dedicated to the wellness and nutrition of all of our students. At this time, I would like to take the opportunity to inform you of a revised Board of Education Policy regarding *Unpaid Meal Charges/Outstanding Food Service Charges*. Board policy 8550, was last revised and approved at the August 29, 2017 Board of Education meeting.

Board policy 8550 specifically references food service bills that are in arrears in excess of \$10. According to the policy, the student with an account in arrears of more than \$10 will continue to receive lunch and their account will be charged accordingly. At the time the account is in arrears of \$10, parents or guardians will receive notice of the amount in arrears and be provided a period of ten (10) school days to pay the full amount due. If payment in full is not received within the period of ten (10) school days, a **Second Notice** will be sent to the parents or guardians.

After receiving a **Second Notice**, parents have a period of one (1) week from the date of the **Second Notice** to pay the account in full. Beginning on the eighth (8) day, if payment is not yet made in full, the student will no longer be served lunch, unless the student chooses to pay for the meal in cash.

Should an account remain in arrears after the **Second Notice**, a meeting will be requested with the parents.

I encourage our families to review Policy 8550, which can be found on the lvhs.org website under the Board of Education tab. As always, if you would like to contact me regarding this topic, please reach me at 973-347-7600.

Sincerely,

Lenape Valley Regional High School

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