

BASIS Washington, D.C. Meal Charge Policy

BASIS DC participates in the National School Lunch Program, which permits the school system to offer free and reduced priced meals to students who qualify.

Students who are classified as paid or who have not filled out a Free and Reduced Meal (FARM) application, and attend BASIS DC must pay for lunch (payment is required for lunch meals consumed prior to receiving a free status).

Student Prices

Lunch - \$5.00

Milk - \$0.50

Student Meal Payment

BASIS DC uses a third-party billing application system, Blackbaud. This user-friendly application allows for greater efficiency and flexibility in accounting and collection services, offering various payment methods. BASIS DC utilizes Blackbaud as an online processing and collection of agreed upon fee payments.

Student's meal accounts function as a debit account. When a student goes through the lunch line to receive a meal, the NSLP Coordinator will scan the student specific barcode on their ID or Communication Journal (CJ). If the student does not have their barcode readily available, the student will provide the student ID verbally to the NSLP Coordinator. The NSLP Coordinator will match the account to the student based on the student picture. The cost of the meal is deducted from their student meal account. If there are insufficient funds in the student's meal account, the student still receives a meal and the student meal account will show a negative balance with the associated cost.

Insufficient Funds Notification

If a student's balance falls below zero, the student's parent/guardian will receive communication with the amount due on the meal account balance and instructions to reconcile the family SMART account.

Parents/guardians of students with negative balances will also receive a negative balance letter/invoice mailed home quarterly. There is no limit to the amount of negative balance a student can accrue. There are no alternative meals served to a student with a negative balance. Students will continue to accrue negative balances until additional funds are applied to the student account. When funds are put into a student's account, it will first pay off the negative balance. If a student's balance is not paid at the end of the year, it will **not** roll over into the next school year. If a student's balance reaches a predetermined amount of \$50.00, the debt may be sent to a collections agency to be collected. It is imperative that your student's lunch account remain current.

Questions?

Please contact the Director of Operations, Mrs. Trina McWilliams via email at Trina.McWilliams@basised.com.