

Unpaid Meal Charge Policy – 2025-26

The purpose of this policy is to establish consistent meal account procedures throughout the district. Unpaid charges place a financial strain on the Nutrition Services Department and ultimately the District's general fund. The goals of this standard of practice are to establish a consistent department policy regarding charges and collection of charges.

All students will be allowed to purchase one reimbursable meal per serving period, regardless of eligibility status or account balance, at no charge.

Irvine Unified School District offers free breakfast and lunch to all enrolled students under the California Universal Meals Program and CEP at applicable schools. Regardless of a student's eligibility status, each student can receive breakfast and lunch each school day.

While meals are free for all students, families are still encouraged to complete a free or reduced-price meal application to ensure that students receive additional benefits to which they may be entitled. Applications are accepted at any time throughout the year.

- Parents are encouraged to apply online by visiting LINQConnect.com. Online Applications are usually processed within 24 business hours.
- Parents can also apply by completing a paper application. Paper applications may take up to 10 school days to process.

In addition to the free meals offered, students may purchase second meals or a la carte items that are not part of the free, reimbursable meal. The cafeteria records payments received through the Point-of-Sale system and tracks meals purchased to each student. Students must bring cash or have money on their student account to purchase second meals or a la carte items. Meal charges into the negative are not permitted.

Students will be served regular reimbursable meals, regardless of meal debt.

Payments

Payments to Nutrition Services may be made via the following:

- Parents are encouraged to make payments through our online payment company, Linq, at LINQConnect.com.
 - LINQ Connect allows parents to pay online for a fee of 3.95% of the transaction, with a minimum charge of \$2.85 per transaction. Parents may monitor the balance in their child's account at no charge.
- Parents and/or students may pay by cash or check at each school site.
- Checks should be made payable to IUSD Nutrition Services

Policy Communication

At the beginning of the school year, parents/guardians shall be notified in writing of the district's meal payment policies by posting this policy on the district's website. All Nutrition Services staff shall also be trained on this policy.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the state or local agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW, Mail Stop 9410
Washington, D.C. 20250-9410;

fax:

202-690-7442; or

email:

Program.Intake@usda.gov.

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