



JOHNSBURG CENTRAL SCHOOL
165 MAIN STREET
NORTH CREEK, NY 12853
PHONE (518) 251-2921
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**Johnsburg Central School
Unpaid Meal Charge Policy**

Students are never denied a breakfast or lunch meal no matter how much is owed. Students receive a meal pass when they do not have money to pay for that meal. Passes should be paid in full the next day. A daily account of meal passes is maintained with the Name, Date Issued, and Total Amount Due.

The Cafeteria manager sends billing notices out once a month for all elementary students who owe money. Students in grades 7- 12 who owe money over 30 days and/or owe for 5 or more passes are sent billing notices monthly.

A la carte items are not available when payment for 5 or more passes is due.

Once a student has reached \$20 or more of unpaid meal passes, the Building Principal is notified. The Principal will call the student's family to obtain payment.

Two weeks prior to the end of the school year, additional notices are mailed home to obtain payment. If we do not receive payment, a final notice will be sent home the day after school ends. This notice requests full payment prior to the end of June.