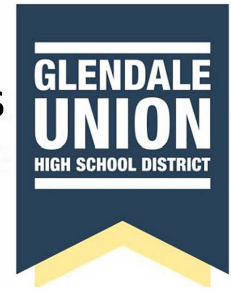


7/5/2023

**FOOD SERVICES
DEPARTMENT**



The Glendale Union High School District's (GUHSD) Food Services Department would like to take this time to inform you of the Meal Charge Policy (Governing Board Policy: EFDA Collection of Money/Food Tickets) in place for all of our nine (9) high schools.

Below are the procedures:

Free/Reduced price meal benefits are eligible for only one (1) breakfast and one (1) lunch meal per day. Any additional purchases, including additional meals is considered an ala carte purchase.

When a student purchases a meal in the school cafeteria and is unable to pay for that meal it will be charged to their meal account. This will generate a negative account balance for the student. Negative account balances must be paid off and are the responsibility of the parent/guardian. Purchases consisting of second meals or ala carte items are not allowed to be charged to an account.

Students will be allowed to charge up to a total equal to three (3) full price lunch meals, which currently is \$9.75. When this limit is met the student will not be allowed to choose a meal of their choice if they are not able to pay for that meal at the time of purchase; instead they will be provided an alternate meal. Alternate meals will be determined by the District's Food Service Office and will be nutritionally compliant with all Child Nutrition Program requirements.

When a student charges a meal for the first time a negative balance letter will be generated that day and sent home either to an email on file or mailing address. Negative balance letters will be sent home on a weekly basis as long as the charges are unpaid. Once a student reaches their charge limit of \$9.75 the local administration and school social worker will be notified and the parent/guardian may be contacted.

How do I pay off the charges?

Unpaid meal charges to a student's account can be repaid online at <https://linqconnect.com/>. You must register for a family portal account with Titan in order to access your child's account online. You may also pay with cash or check in the school cafeteria to pay off any negative account balances.

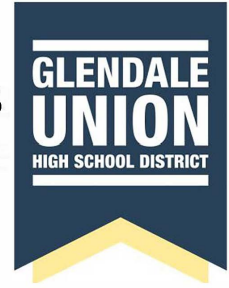
As a parent/guardian you are responsible for paying off any unpaid charges on your child's meal account. Unpaid charges may result in additional consequences pertaining to your child's school activities. Repayment arrangements can be made for any outstanding negative balance. We are here to help so your cooperation is very important. Please take the time to communicate to your child's school cafeteria manager if you need assistance with your child's meal account so we can better serve you. If you do not wish for your child to charge to their account you may provide a written request to our office simply stating your child's name, student ID, and that you do not wish for your child to be able to charge to their account. Please be advised if you do not wish for your child to charge to their account he/she will not be allowed to make any purchases without the means to pay at the time of purchase.

Written requests to not allow charging can be emailed to:

yome.quach@guhdsdaz.org or mailed to:

Glendale Union High School District
Food Services Department
7650 N. 43rd Ave.
Glendale, AZ 85301

**FOOD SERVICES
DEPARTMENT**



Apply for Free/Reduced Price Meal Benefits

You may qualify for free or reduced-price meal benefits. You can submit an application online at <https://linqconnect.com/> or you can request a paper application from the school cafeteria. Meal applications can do more than just provide free or reduced-price meals. They can:

- help maintain school funds for student programs and services
- reduce registration fees for AP, SAT, and/or ACT tests
- reduced fees to participate in athletics
- reduce fees associated with applying for college
- provide discounted rates for internet access...and much more.

Turn in your meal application today and take advantage of all these benefits if you qualify.

Please speak with the school cafeteria manager if you have any questions or concerns. You may also reach out to the District's Food Service Office at (623) 435-6690.

Sincerely,

GUHSD Food Services Department

USDA Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665; or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

This institution is an equal opportunity provider.

**FOOD SERVICES
DEPARTMENT**

