

Sacred Heart Meal Charge Policy

Sacred Heart provides lunches to students through the United States Department of Agriculture (USDA), the National School Lunch Program (NSLP), and the State of Oregon. Lunch meals are prepared and served by Sodexo, through a sponsorship with the Medford School District. Meal composition and beverage choices meet state and federal requirements, which are based on the USDA Dietary Guidelines.

Meal Account Management and Notification of Unpaid Meal Meal Account Balances

Sacred Heart allows for the prepayment of meals directly to the school office or online using [MealTime](#).

- The school office will accept cash or check and Sodexo will credit the amount to your student's account. Checks should be made payable to the [Medford School District](#).
- [MealTime](#) online provides the opportunity for you to make credit & debit card deposits into your student's meal account and view your student's purchase history. This tool is a voluntary option for families.
- Lunch prices for the 2024-25 school year are:
 - \$4.00 for students
 - \$5.00 for adults
 - \$0.80 for milk-only
- Households may be eligible to receive meals at no cost by applying for benefits through the [Free and Reduced-Priced meal program](#). Paper applications are also available at the school office.

When funds are not present in a student's meal account to cover the cost of a meal that has been requested by the student and charged to their meal account, the monetary credit extended is considered delinquent debt. Sacred Heart and Sodexo will pursue efforts to collect unpaid meal charges or delinquent debt.

- Sodexo will notify parents/guardians of unpaid meal account balances via automated phone messaging and through sending letters
- Payment for unpaid meal balances can be made in full or in partial payments
 - Payments can be made online at mymealtime.com or to the school office

End of Year Student Account Balances

All student meal account balances (positive and negative) automatically roll over to the next school year. All negative balances must be paid in full when a student becomes unenrolled at Sacred Heart.

If a student has positive funds remaining in the meal account and no longer attends Sacred Heart, the parent/guardian can:

- Request a refund in writing, to kim.putman@medford.k12.or.us, or call Sodexo at (541)842-1126
 - Refund checks may take up to 4-6 weeks to process

Oregon House Bill 3454

Oregon House Bill 3454 ([ORS 327.537](#)), signed into law in 2017, established a statewide policy regarding unpaid meal charges and was intended to remove practices and communications that could be shaming to students regarding the collection of funds in exchange for meals or identification of balances for unpaid meals.

Key points of the bill include:

- School districts that provide meals under USDA's National School Lunch or School Breakfast Program must provide a reimbursable meal to a student who requests the meal, unless the student's parent or guardian has provided written permission to withhold meals from the student.
- If a student owes money for five or more meals, the district shall contact households to determine Free or Reduced-price eligibility and offer assistance in completing a Free or Reduced-price meal application.
- The district may not publicly identify students who cannot pay for meals or who owes money for meals.
- The district may not serve an alternative meal to a student who cannot pay.
- A school district shall direct communications about amounts owed by a student for meals to the student's parent or guardian and not to the student.
- Districts may not require a parent or guardian to pay fees or costs from collections agencies hired to collect monies owed for meals