

Negative Food Service Balance and Collections Procedure 2026-27 School Year

Woodland Public Schools has adopted the following procedure for managing negative food service balances for all grade levels:

Meals will not be removed from or denied to students with negative food service account balances. Students with a negative food service balance who purchase breakfast and/or lunch will continue to be charged for their meals. No ala carte * items may be charged when a student's food service account balance is in the negative. No exceptions.

***A la carte** is any snack or menu item that does not meet the meal definition will be charged separately

Example 1: milk

Example 2: slice of pizza

A **meal** defined by the USDA is three food components with ½ cup of fruit and/or vegetables

Example 1: Milk, Pizza and Apple

Example 2: Chicken Caesar salad with a roll, Juice and milk

Communication Process

-\$0.01 to -\$150

- Weekly Skyward emails home to parent/guardian

\$-150 - Higher

- Telephone calls will be made by the principal, assistant principal or school counselor to the parent/guardian to determine if there are household issues that may prevent the student from having sufficient funds for school meals. Appropriate assistance will be offered.

If you believe your family may qualify for free or reduced-price meals, please contact your school to obtain a paper application or complete the application online.

If you would like to request a payment plan or ask that your outstanding balance be reduced or waived due to financial hardship or other family circumstances, please contact the Executive Director of Business Services Stacy Brown at (360) 841-2715 or brownst@woodlandschools.org.

Negative Food Service Balance Collections Process

A statement will be mailed to the parent/guardian of all students with negative balances between negative \$100.00 and negative \$250.00 as of June 30, 2027 a fine will be placed on your student's account. If the balance is greater than negative \$250 as of July 31, 2027 it will be sent to Fairway Collections.

Woodland Public Schools, in partnership with families and the community, will create a PreK-12 system that serves and supports ALL children—and ensures that EACH child has FULL access to, is engaged in, and obtains an excellent education that prepares them for responsible citizenship and a future of adaptability and success in life and their chosen endeavors.

Nondiscrimination Statement : Woodland Public School District School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:

- Vicky Barnes, Title IX Officer, Civil Right Coordinator, Gender Inclusive Officer, and Affirmative Action Officer, 800 Second St. Woodland, WA 98674, barnesv@woodlandschools.org, (360) 841-2702
- Jake Hall, 504 Coordinator, Harassment, Intimidation and Bullying Compliance Officer, 800 Second St. Woodland, WA 98674, hallj@woodlandschools.org, (360) 841-2725

You can report discrimination and discriminatory harassment to any school staff member or to the district's Civil Rights Coordinator, listed above. You also have the right to file a complaint. For a copy of your district's nondiscrimination policy and procedure, contact your school or district office or view it online at www.woodlandschools.org. You can also make a complaint with the Office for Civil Rights, U.S. Department of Education, 206-607-1600 | TDD: 1-800-877-8339 | OCR.Seattle@ed.gov | www.ed.gov/ocr