

## Moanalua High School Computerized Meal Program

### 1. STUDENT ID CARDS.

- **ALL** students are required to wear their student ID when on campus.
- Your student ID is your **MEAL CARD**. It is to be used to purchase breakfast, lunch and all other food items sold in the cafeteria and snack bars.
- **YOU** are the only person who can use your card. Your card **CANNOT** be used by anyone else to purchase items sold in the cafeteria and snack bars.
- **Do not deface your card** or put anything on your card. Purchases cannot be made with a defaced card. Defacing a card will result in school-administered consequences.
- **Protect your card**. Keep it safely with you at all times.
- **\$5.00** is the replacement fee if your card is lost or stolen.

### 2. HOW TO DEPOSIT MONEY INTO YOUR ACCOUNT

- **DROP BOX in the ADMINISTRATION OFFICE** and **MAIL IN**: Submit deposit form with checks or money orders only. Student's first and last name and MoHS ID# must be on the check.
- **Do NOT place cash deposits in the Drop Box or send through the mail.**
- **AT THE LIBRARY**: Before school: 7:45 am – 8:25 am cash or check deposits will be accepted.. Only the exact amounts are accepted and receipted for cash deposits; change will not be given.
- You will be informed by a cafeteria scanner when your account balance is **\$10.00** or less.
- Your account balance cannot **exceed \$75.00**.
- Money must be deposited **ONE** day **IN ADVANCE** by **10:30 am** in order for it to be credited to your account. Example: To buy items on Monday, money must be deposited on Friday.

**RETURNED CHECKS:** A \$25.00 SERVICE CHARGE WILL BE ASSESSED IF YOUR CHECK IS RETURNED. THEREAFTER, ONLY CASH DEPOSITS WILL BE ACCEPTED. YOUR SERVICE WILL STOP **IMMEDIATELY** WHEN A CHECK IS RETURNED. YOUR ACCOUNT WILL BE RESTORED WHEN ALL CHARGES ARE CLEARED. UNPAID OUTSTANDING CHARGES WILL BE LISTED AS A STUDENT'S OBLIGATION.

### 3. STUDENTS ELIGIBLE FOR FREE AND REDUCED MEALS

- Students eligible for Free or Reduced-Price Meals will use their student ID card to obtain meals.
- Students eligible for Reduced-Price Meals will need to deposit money into their accounts to cover the **30¢** Breakfast and **40¢** Lunch fees.
- Students eligible for Free and Reduced Meals are entitled to **1** breakfast and **1** lunch per day. The full student price will be charged for additional breakfasts, additional lunches and all other food items from the cafeteria or snack bars.

○ See section 2: How to Deposit Money into My Account

### 4. END OF THE YEAR

ALL students are responsible for clearing their account balances (to zero balance) at the end of the school year. Clearing accounts may begin in the month of April. Refunds will be **NOT** be given.

### 5. LOST, MISPLACED OR STOLEN IDS

In order to protect your Meal Tracker Account funds, please contact the Meal Tracker Office located in the Library, **IMMEDIATELY** if your ID is lost, misplaced, stolen, etc.

Policies are subject to change upon evaluation by Moanalua High School. Notification of changes will be sent via the Moanalua High School newsletter. 07/28/15

**MOANALUA HIGH SCHOOL  
MEAL PAYMENT DEPOSIT SLIP**

**NO CASH**

DATE

**PRINT**

FIRST NAME

MI

LAST NAME

<b>INSERT CHECK #</b> _____ <i>Payable to DOE School Lunch Collection</i>	<b>CIRCLE PAYMENT AMOUNT</b>
Please write student's name on front of check.	\$2 \$5 \$10 \$20 \$25 \$30
<b>NO CASH</b>	\$35 \$40 \$45 \$50 \$60
<b>NO CASH</b>	\$70 \$75 (Maximum Payment)
	Other \$ <input type="text"/>

*All Accounts Must Be Cleared by the End of the School Year. Refunds will NOT be issued.*

Please Fill in Student's Moanalua High School ID # **→P2187**

Moanalua High School ID #

<b>SHADED AREA FOR OFFICE ONLY</b>				<b>G B BR K</b>
MoHS 08/02/10	STAFF	HM RM	DATE	Posted

**MOANALUA HIGH SCHOOL  
MEAL PAYMENT DEPOSIT SLIP**

**NO CASH**

DATE

**PRINT**

FIRST NAME

MI

LAST NAME

<b>INSERT CHECK #</b> _____ <i>Payable to DOE School Lunch Collection</i>	<b>CIRCLE PAYMENT AMOUNT</b>
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