

CHAPTER 8.00 - AUXILIARY SERVICES

UNCOLLECTED CHARGED MEALS AND BAD CHECKS

8.42

- I. The Talladega City Board of Education does not permit students or adults to charge meals from the Child Nutrition Program (CNP). Uncollected charged meals are in actuality bad debts are not an allowable expenditure for the Child Nutrition Program (CNP). It is suggested that each school, through the PTA or some other local charitable organization, provide donations should a child not have meal money. It is further suggested that should this situation occur more than once, that the parent be contacted and informed that in the future the parent will be called to bring meal money to school.
- II. All adult meals will be paid for unless the meals are part of a special incentive program or the meals are for school food service employees. Parents or other visitors may eat in the cafeterias upon invitation from the school administrators.
- III. Whenever a check is returned, an entry will be made to decrease the revenue source and the cash account. It will then be logged on the "Bad Check Log" and the procedures for Bad Check Collection will be followed.

Only cash, money order, or cashier's check shall be accepted as payment for a bad check. If payment is received within ten (10) days of sending the "Notice to the Maker," the money is deposited with both the notation of redeposit and the name on the returned check written on the deposit slip. After money has been received to cover the amount of the check and the service charge, the returned check may be returned to the person who wrote the check.

If the returned check is not collected, it will be turned over to the District Attorney's Worthless Check Unit. When collection is made, the deposit is re-entered into the books by debiting cash and crediting the revenue source.

STATUTORY AUTHORITY:

**CODE OF ALABAMA
16-1-30**

LAW(S) IMPLEMENTED:

**CODE OF ALABAMA
16-11-9, 16-12-3**

ALABAMA ADMINISTRATIVE PROCEDURE ACT:

290-080-030-.03

HISTORY:

**ADOPTED: NOVEMBER 3, 2008
REVISION DATE(S): _____
FORMERLY: NEW**