

Lexington Local Schools Food Service Department

*103 Clever Lane
Lexington, Ohio 44904
(419) 884-2192*

Date: 12/3/24

Charge Policy

Lexington Local Schools Food Service Department utilizes a charge policy. Listed below is a reminder of the policy.

It is the parent's responsibility to monitor their students lunch account. This can be done in three ways:

1. Communicate with student what current balance is.
2. Register online for a Pay Schools Central account to monitor student's balance.
3. Call 419-884-2192 and ask the food service staff what your child's account balance is.

After a charge is three days old, the Food Service Department will call, text or e-mail home to make them aware of the lunch charge.

Once a student has a charge, no extras or double lunches may be purchased until the charge has been paid off.

Once a charge has reached \$100.00, it will be requested to set up a payment plan that is feasible.

All secretaries will e-mail the Food Service Director when a student is moving, so outstanding charges can be collected prior to the student leaving the district.

Thank you for your attention to this policy. Please feel free to contact Tricia Volz, Food Service Director, at 419-884-2192 if you have any questions.