## Lockhart ISD Charge Policy:

A student will be allowed to charge a maximum of the equivalent of five paid (5) meals to their account after the balance reaches zero. All accounts must have funds to purchase a la carte items. Once a student has charged five meals, he/she will be offered a designated alternate meal. Sample: Ham or cheese sandwich, fruit, and milk. All a la carte items must be paid with cash until student account is funded. If a student is without meal money on a consistent basis, the administration will investigate the situation more closely and take further action as needed. If financial hardship exists, parents and families are encouraged to apply for free or reduced price lunches for their child. This can be done at any time of the year, not just the beginning of school. Please contact the Campus Administrator or Food and Nutrition Services Director, Kim Roberts at (512)398-0292 if help is needed in applying. Free & Reduced applications are available on Lockhart ISD website.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

## Mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
Fax: (202) 690-7442; or

Email: program.intake@usda.gov.

This institution is an equal opportunity provider.