

**POLICY # 1.5**  
**CHILD NUTRITION PROGRAM REFUND POLICY**

Eufaula Public Schools will refund all student child nutrition account balances upon written request by the parent or guardian when such request is made in writing on or before June 1st of the current school year. Refund checks will be issued after receiving school board approval.

Student account balances not requested in accordance with the aforementioned timeline will be applied to the students' account for the next school year.

Account balances of \$3.00 or less of those students leaving the school district will be considered a donation to the Eufaula Child Nutrition fund unless requested prior to June 1 of the current school year in writing by the parent or guardian. Student account balances in excess of \$3.00 will be refunded to the student at the address on file. If the refund is returned to the school by the postal service, the refund check will be considered a donation to the Child Nutrition Fund.