

Dear Parents,

In addition to the Meal Plans available at Spartanburg Day School, Flik also offers a declining balance program (Flik dollars). This program can be used to purchase lunch (if not on the Meal Plan), breakfast, afternoon break items, and retail items (bottled drinks, ice cream, cookies, snacks, etc.). Parents are encouraged to deposit money into their student's account so they can take advantage of Flik's many offerings.

If parents use the declining balance (Flik dollars) program, they should be aware of the following regarding low account balances:

- A **minimum** balance of \$25 is recommended to be kept in the account. This will allow students to purchase four (4) lunches before exhausting their funds.
- When a student's account balance falls below \$15.00, a **verbal reminder** will be given to the student and an **email reminder** will be sent to the parent, along with account balance information and a copy of the procedure for adding more funds to the account. This will enable the parent to add additional funds before the balance becomes negative.
- If a student's balance gets to \$0, the following will occur:
 - Retail purchases will **not be allowed**,
 - If the student does not have money for lunch, the student will be allowed to receive a simple white bread sandwich and milk or tea, at a cost of \$2.00. The student will **not be allowed to purchase any other items**.
 - The student will not be allowed to resume normal charging privileges until their account balance is restored to a minimum balance of \$25.
 - Email reminders will be sent to parents with each "sandwich only" purchase
 - Division Heads will be notified when a student reaches "sandwich only" status
- Parents can check their account balances on line by going to the Lunch Menu page of the SDS website and clicking the Café Pre-Pay icon.
- Parents can add funds to their account by taking a check to Flik in the Dining Commons, by dropping a check off with the receptionist in the Lower School or Main Office and making it clear the check is for Flik, or by paying on line (which will incur a convenience fee).

Parents are encouraged to review these procedures with their children so there are no surprises and the students are not put in an embarrassing position of not being allowed to purchase a regular meal.

We are looking forward to an exciting school year.

Any questions regarding the Dining Commons programs can be directed to Chef Dana Rumer from Flik.