

Kutztown Area School District
Meal Account Balance Refund or Donation Request

Funds remaining in a student's account at the end of the school year are rolled over into his/her account for the following school year. Negative balances likewise carry over from one year to the next. If you owe money at the end of the school year, it will be deducted from any deposit made at the beginning of the following school year.

If a student leaves the district, the funds remaining in his/her account will be automatically transferred into a sibling's existing account. If no sibling exists, the food service coordinator must receive this completed form within 60 days of withdrawal in order to process a refund. After 60 days, any unclaimed funds in the student's account shall be donated to a district family in need of assistance with their student meal account.

This form also is required for graduating seniors with remaining money in their account within 60 days of graduation. If this form is not received within 60 days of graduation, any unclaimed funds in the student's account shall be donated to a district family in need of assistance with their student meal account.

Thank you for reviewing this information and if you have any questions or concerns, please feel free to call/email Wanda Herring, Food Service Coordinator at 484-641-5543 or wherring@kasd.org.

Send refund of existing balance to:
Parent/Guardian's Name: _____
Student's Name: _____
Mailing Address: _____

Donate balance to a district family in need

Parent/Guardian Signature

Date