

EE Food Services Management

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A supervisor may be hired by the board to oversee the district's food service program.

Sanitation Inspections

The food service director shall inspect each lunchroom to ensure that proper sanitation procedures are being followed.

Records

The supervisor shall be responsible for keeping food service records required by state and federal laws and regulations.

The supervisor shall be under the direct supervision of the superintendent and shall have control over all aspects of the district's food service programs subject to board policy, rules, and state and federal regulations.

Meal Prices

Meal prices shall be determined by the board.

Free and Reduced Price Meals

Parents or guardians of students attending schools participating in federal school meal programs must be informed of the availability of reimbursable school meals and provided with information about eligibility and the process for applying for free or reduced price meals on or before the start of school each year.

Unpaid Meal Charges

The district's meal charging requirements are as follows:

At middle school and the elementary schools, students may charge no more than five meals or \$10.00 to their account. If the student maintains a negative balance and the charges are not paid, the student will receive an alternate meal consisting of a peanut butter, peanut butter alternative, or cheese

sandwich and milk.

At the high school, a student is allowed one meal charge. If the charged meal is not paid, the student will receive an alternate meal consisting of a peanut butter, peanut butter alternative, or cheese sandwich and milk.

Charging of a la carte or extra items to a negative balance account will not be permitted.

Any student failing to keep his/her account solvent as required by the district shall not be allowed to charge further meals until the negative account balance has been paid in full. However, such students will be allowed to purchase a meal if the student pays for the meal when it is received. Students who cannot pay out of pocket for a meal will be provided an alternate meal consisting of a peanut butter, peanut butter alternative, or cheese sandwich and milk.

At least one written warning shall be provided to a student and his/her parent or guardian prior to denying meals for exceeding the district's charge limit.

Payments for school meals may be made at the school, district office, or online at <https://usd234.revtrak.net/tek9.asp>. Students, parents, and guardians of students are encouraged to prepay meal costs.

The charge policy will be included in student handbooks and on the district website.

Approved: 7/16; 2/17

KASB Recommendation - 4/07; 11/15; 12/16

