

Business and Non-Instructional Operations

Food Services

3542.2

Page 1 of 2

Finance

Cost of Food According to law and the regulations of the State Board of Education, student lunch costs shall be set at levels which support the school lunch program, exclusive of the costs, if any, subsidized from the school district general fund.

School Lunch Prices Prices of all items on the menu shall be reviewed every two years and be submitted to the Board for its approval, and otherwise as changes are needed. Revenues from lunchroom sales should offset the costs which are to be borne by the food service program.

Meals for Needy Students State and federal guidelines for free or reduced-price lunches will be followed.

Food Storage Provisions Storage of food and supplies shall prevent waste, spoilage, pilferage, and the issuance of food and supplies shall be restricted to the purposes of the school food service only.

Monthly Financial Report A financial report, current and accumulative, of the operation of the food services program shall be presented monthly to the Director of Business and Finance. A complete audit of the operation of the food service program shall be performed annually in accordance with legal requirements and policy 3434.

Charging Policy

The goal of the food service program is to provide students with nutritious foods that will enhance learning. The school nutrition program is an essential part of the education system and by providing good-tasting, nutritious meals in pleasant surroundings; we are helping to teach students the value of good nutrition.

Although not required by law, because of the District's participation in the Child Nutrition Programs, the Board approves the establishment of a system to allow a student to charge a meal.

The Board realizes that funds from the non-profit school food service account, according to federal regulations, cannot be used to cover the cost of charged meals that have not been paid.

Charging is not encouraged by the District but on those occasions that a student does not have money, they will be offered an alternate meal.

The meal will be offered with milk, fruit and vegetable listed on the menu. This ensures the meal is still reimbursable.

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Page 2 of 2

Definitions

“Alternate Meals” are not clearly defined in federal and state regulations. The use of alternate meals refers to any meal served to a student that is different from the day’s advertised reimbursable meal.

Elementary Students (Grades Prek-5)

The District uses an automated prepayment system, which allows parents/guardians to view their child’s meal account balance and purchases, receive low-balance notifications and make deposits, to their child’s school meal account. Any student whose account has insufficient funds (i.e., is at the charging limit) and does not bring a meal from home may charge any combination of meals up to a negative balance equal to the value one week’s of meals. When the charge limit is reached, an alternate meal will be provided consisting of one or more of the alternate meal examples mentioned above until the charges are paid in full. This alternate meal WILL BE charged to the student’s meal account. Negative balance letters or emails will be sent home bi-weekly to any student owing \$10 or more. Snack and a-la-carte purchases are cash only.

Secondary Schools (6-12)

A student shall not be allowed to purchase any reimbursable meal on credit. An alternate meal will be provided, consisting of one or more of the alternate choices mentioned earlier. This alternate meal WILL BE charged to the student’s meal account. Negative Balance letters or e-mails will be sent home bi-weekly to any student owing \$10 or more. Snack and a-la-carte purchases are cash only.

Legal Reference:

Connecticut General Statutes

10-215 Lunches, breakfasts and other feeding programs for public school children and employees.

10-216 Payment of expenses.

Title VII, Civil Rights Act, 42 U.S.C. 2000e, et seq. as amended by Title IX, Equal Employment Opportunity Act.

United States Department of Agriculture 7 C.F.R. 15, re nondiscrimination.

Revised: June 23, 2014