

BERMUDIAN SPRINGS SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: FOOD SERVICES

ADOPTED: March 14, 2006

REVISED: March 13, 2018

	808. FOOD SERVICES
1. Purpose	The Board recognizes that students require adequate, nourishing food and beverages in order to grow learn and maintain good health. The Board directs that students shall be provided with adequate space and time to eat meals during the school day.
2. Authority SC 504, 1337, 1335 42 U.S.C. Sec. 1751 et seq, 1773	<p>The Board shall provide food service for school breakfast and school lunches that meets the nutritional standards required by state and federal school breakfast and lunch programs.</p> <p>The food service program shall be operated in compliance with all applicable state and federal laws and regulations, as well as federal guidelines established by the Child Nutrition Division of the United States Department of Agriculture (USDA).</p> <p>The district shall ensure that, in the operation of the food service program, no student, staff member, or other individual shall be discriminated against on the basis of race, color, national origin, age, sex, or disability.</p>
SC 504	<p>A statement of receipts and expenditures for cafeteria funds shall be presented monthly to the Board for its approval.</p> <p>It shall be the intent of the district to make the cafeteria program financially self-supporting, meeting all related expenses at the lowest possible cost to students. The Board may choose to support the cafeteria program by providing financial support through the general fund.</p>
SC 504	<p>Food sold by the school may be purchased by students and district employees but only for consumption on school premises. The charge to the student must be set at a level so that the charge to the student, plus any local, state, and federal reimbursement, does not exceed the cost of operation.</p> <p>Nonprogram food shall be priced to generate sufficient revenues to cover the cost of such items. A nonprogram food shall be defined as a food or beverage, other than a reimbursement meal or snack that is sold at the school and is purchased using funds from the child nutrition account. Nonprogram foods include but are not limited to adult meals and a-la-carte items. All revenue from the sale of nonprogram food shall</p>

<p>42 U.S.C. Sec. 1773 7 CFR Part 220 Sec. 1751 et seq Part 210</p> <p>Pol. 103, 103.1</p>	<p>food service program.</p> <p>All funds derived from the operation, maintenance or sponsorship of the food service program shall be deposited in the separate cafeteria fund, a separate bank account, in the same manner as other district funds. Such funds shall be expended in the manner approved and directed by the Board, but no amount shall be transferred from the cafeteria fund to any other account or fund, except that district advances to the food service program may be returned to the district's general fund from any surplus resulting from its operation.</p> <p>Surplus accounts shall be used only for the improvement and maintenance of the cafeteria.</p> <p><u>Procurement</u></p> <p>Procurement of goods or services for the food service program shall meet the requirements of applicable law, regulations and Board policy and procedures.</p> <p><u>Free/Reduced-Price School Meals and Free Milk</u></p> <p>The district shall provide free and reduced-price meals and/or free milk to students in accordance with the terms and conditions of the National School Lunch Program, the School Breakfast Program, and the Special Milk Program.</p> <p>The district shall conduct direct certification three (3) times per year using the Pennsylvania Student Eligibility System (PA-SES) to identify students who are eligible for free school meal benefits without the need for submission of a household application. Direct certification shall be conducted:</p> <ul style="list-style-type: none"> • At or around the beginning of the school year. • Three (3) months after the initial effort. • Six (6) months after the initial effort. <p>The district may also conduct direct certification on a weekly or monthly basis.</p> <p><u>Accommodating Students With Special Dietary Needs</u></p> <p>The district shall make appropriate food service and/or meal accommodations to students with special dietary needs in accordance with applicable law, regulations and Board policy.</p> <p><u>School Food Safety Inspections</u></p>
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<p>42 U.S.C. Sec. 1758(h) 7 CFR Sec. 210.13, 220.7</p>	<p>The district shall obtain two (2) safety inspections per year in accordance with all local, state, and federal laws and regulations.</p> <p>The district shall post the most recent inspection report and release a copy of the report to members of the public, upon request.</p>
<p>42 U.S.C. Sec. 1758(h) 7 CFR Part 210, Part 220</p>	<p><u>School Food Safety Program</u></p> <p>The district shall comply with federal requirements in developing a food safety program that enables district schools to take systematic action to prevent or minimize the risk of food borne illness among students.</p>
<p>7 CFR Sec. 210.9 210.13, 220.7</p>	<p>The district shall maintain proper sanitation and health standards in food storage, preparation and service, in accordance with all applicable state and local laws and regulations and federal food safety requirements.</p>
	<p><u>Professional Standards for Food Service Personnel</u></p> <p>The district shall comply with the professional standards for school food service personnel who manage and operate the National School Lunch and School Breakfast Programs. For purposes of this policy, professional standards include hiring standards for new food service program directors and annual continuing education/training for all individuals involved in the operation and administration of school meal programs. Such professional standards shall apply to both district-operated food service programs and contracted food service programs.</p>
	<p><u>School Meal Service and Accounts</u></p> <p>To ensure the effective operation of the district's food service program and delivery of school food program meals to students, the district shall:</p> <p>Assign individual school meal accounts to each student for the purchase of meals served in school cafeterias, which ensure that the identity of each student is protected.</p> <p>Notify parents/guardians when the student's school meal account reaches a low balance.</p> <p>Notify parents/guardians when the student's school meal account reaches a negative balance. The notice shall include information on payment options.</p> <p>Provide a school food program meal to each student who does not have the money to pay for the school food program meal or who has a negative balance in his/her</p>

	<p>school meal account, unless the student's parent/guardian has specifically provided written notice to the district to withhold a school food program meal.</p> <p>Minimally, when a student owes money for five (5) or more school food program meals, the district shall make at least two (2) attempts to contact the student's parent/guardian and shall provide the application for free/reduced-price school meal benefits to the parent/guardian to apply for benefits under federal school meal programs. The district may offer assistance to parents/guardians with applying for free/reduced-price school meal benefits.</p> <p>Communications regarding money owed by a student for school meals shall be made to the student's parent/guardian, not the student, unless the student is an emancipated minor.</p> <p>The district shall be permitted to contact the student's parent/guardian by means of a letter addressed to the parent/guardian that is delivered by the student.</p> <p>District schools shall be prohibited from:</p> <ul style="list-style-type: none">• Publicly identifying or stigmatizing a student who cannot pay for a school food program meal or who has a negative school meal account balance.• Requiring a student who cannot pay for a school food program meal to perform chores or other work to pay for the meal, unless chores or other work are required for all students regardless of their ability or inability to pay for a school food program meal.• Requiring a student to discard a school food program meal after it was served to the student due to the student's inability to pay for the meal or due to a negative school meal account balance. <p>This policy and any applicable procedures for administrative regulations regarding school meal charges and school meal accounts shall be communicated annually to school administrators, school food service personnel, other appropriate school staff, and contracted food service personnel.</p> <p><u>Collection of Unpaid Meal Charges</u></p> <p>Reasonable efforts shall be made by the district to collect unpaid meal charges from parents/guardians. Efforts taken in the collection shall not have a negative impact on the student involved, but shall focus primarily on the parents/guardians responsible for providing funds for meal purchases.</p> <p>The district shall provide parents/guardians with a written copy of this policy and applicable laws and regulations.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 504, 1335, 1337</p>
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	<p>Public Eating Places – 35 P.S. Sec. 655.12a</p> <p>Child Nutrition and WIC Reauthorization Act of 2004 – 42 U.S.C. Sec. 1751 notes</p> <p>School Lunch and Breakfast Programs – 42 U.S.C. Sec. 1751 et seq., 1773</p> <p>National Food Service Programs, Title 7, Code of Federal Regulations – 7 CFR Part 210, Part 220, Part 215, Part 245</p> <p>Board Policy – 000, 103, 103.1, 246, 808.1</p>
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