

EE Food Services Management

EE

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

Sanitation Inspections

The building principal 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.

If there exists a deficiency in payments for lunches at the end of any month, a statement will be sent either by e-mail or regular postage to the responsible party. It is the policy of district that each monthly statement must be paid in full on or before the 10th day of the following month. If not paid, or if no other arrangement has been made with the school principal by the 10th, it is the policy of the district that the court system will be sued to collect the

same, which would mean the addition of court costs, interest and a collection fee of \$20 to the already due amount.

It is the overall policy of the district to not deprive students of needed meals, so it will attempt to work out a solution, however, the district will insist that if a solution other than full payment is reached, than any student eligible for free and reduced meals will make application in good faith before the District will work out a solution with the responsible party. Of course, if a solution is not possible, the student may bring a meal from home, even though we highly recommend that the students take advantage of the low-cost, balanced meal prepared by the school.

Please remember that is always the District's duty to balance the budget and it is necessary that the district do everything possible to collect delinquent charges so it won't have to deprive other students of services.

The district will provide a copy of this unpaid meal charges policy to all households at or before the start of school each year and to families and students that transfer into the district at the time of transfer.

Approved:2-20-17

KASB Recommendation - 4/07; 12/16