

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 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.

Unpaid Meal Charges

The district's meal charging requirements are as follows.

A charge account for students paying full or reduced price for meals may be established with the district. Students may charge no more than

(\$250 worth of/89) meals to this account. Charging of a la carte or extra items to this 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. If the debt is not paid by June 30, it shall be considered bad debt for the purposes of federal law concerning unpaid meal charges.

Payments for school meals may be made at the school or district office {or online at _____}. Students, parents, and guardians of students are encouraged to prepay meal costs. ***See: EE Food Service**

Management Modification

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. The terms of this policy will also be communicated to all district staff responsible for enforcing any aspect of the policy. Records of how and when it is communicated to households and staff will be retained.

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Unpaid Meal Charges

The Board of Education of USD 432 hereby outlines the district's Meal Charging Requirements:

A charge account for students paying full or reduced price for meals may be established with the district. Students may charge no more than \$250 worth of/89 meals to this account.

At least three written warnings shall be provided to a student and the student's parent or guardian. At this point, the district may deny meals for exceeding the district's charge limit. If the debt is not paid by June 30 of the given school year, it shall be considered bad debt for the purposes of federal law concerning unpaid meal charges. If the family receives a mileage check at the end of the school year, they are given the mileage check and then must reimburse the school for the bad debt.

Payments for school meals may be made at the school or district office. Students, parents, and guardians of students are encouraged to prepay meal costs.

The district will provide a copy of this unpaid meal charges policy to 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. The terms of this policy will also be communicated to all district staff responsible for enforcing any aspects of the policy. Records of how and when it is communicated to households and staff will be retained.

This policy will be posted on the district's website. www.usd432.org

Approved with modifications - 12/2016

Approved:

KASB Recommendation - 4/07; 12/16