

Section 4000 – Business Management

4450-R School Nutrition Services (Cf. 3660, 8453)

4450-R

Administration

The Nutrition Services Director shall be responsible for developing rules and regulations in District buildings in order to administer the school meal service program effectively including but not limited to school meal revenue collection and meal accountability procedures.

Development of Menus

The Nutrition Services Director is responsible for preparing a nutritionally adequate menu in compliance with state and federal regulations at least one week in advance. The menu for each day must be served as published except in extreme emergencies.

Food Purchasing

Since school meal service purchasing is a daily operation, the person in charge of the school meal program shall be permitted to order on a predetermined basis as needed.

Bids will be taken on all items possible in compliance with Board policy and administrative regulations on purchasing including but not limited to bread and milk. Bid contracts for school meal supplies and material may be subject to monthly bids, 6 month bids, and multiple year bid awards as determined appropriate through the District Purchasing Department.

The Nutrition Services Director shall be responsible for supplying the Purchasing Department with minimum quantities for all items to be bid and for developing specifications for each item.

Once the provision of an item has been awarded to a vendor for a specific period, all purchases of that item shall be made from that vendor unless said vendor cannot supply the item or meet specifications upon inspection.

The Superintendent will ensure that materials that have been declared by the USDA to be Foods of Minimal Nutritional Value (FMNV); such as but not limited to, soft drinks, hard candies, gum, non-juice popsicles, during school breakfast and lunch periods are inaccessible to students in the identified school food service areas, during school breakfast and lunch periods. Machines that dispense FMNV shall be located away

Section 4000 – Business Management

4450-R School Nutrition Services (Cf. 3660, 8453)

4450-R-2

from the identified school food services areas. FMNV are not to be included as part of the reimbursable breakfast or lunch unit.

District funds may be used from the school food service account (SFSA) to purchase FMNV for sale outside a meal period or outside a food service area during meal periods, however, such purchases must be self-sustaining.

Rules Accepted: June 29, 2009