

## Anderson County Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Food Service Management</b>	Descriptor Code: <b>3.500</b>	Issued Date: <b>07/13/17</b>
		Rescinds: <b>3.500</b>	Issued: <b>01/12/17</b>

- 1 The School Nutrition Program shall be operated on a nonprofit basis and shall comply with all rules  
2 and regulations pertaining to nutrition, health, sanitation, internal accounting procedures, and service  
3 of foods and will meet all state and federal and local requirements necessary for participation.<sup>1</sup>
- 4 The system’s food service supervisor will oversee the program. All products and services necessary for  
5 the operation of the school nutrition department shall be procured using a procurement plan which  
6 must comply with federal, state, and local purchasing procedures.
- 7 School Nutrition may include the following programs: National School Lunch Program, Fresh Fruit  
8 and Vegetable Program, School Breakfast Program, Seamless Summer Option, and Afterschool Snack  
9 Program. Meals and snacks that are offered shall meet the federal requirements for reimbursement as  
10 defined by federal regulations.<sup>2</sup>
- 11 As required for participation in the School Nutrition Programs, the board agrees to the following:
- 12 1. Meals must be made available to all students in attendance.
  - 13 2. Free and reduced-price meals/snacks must be made available to students who are determined  
14 eligible for these benefits.
- 15 Students who participate in no-cost or reduced-cost meals will not be distinguished in any way from  
16 other students during food service. Guardians are responsible for making applications for meals and  
17 providing money for meals when needed.
- 18 Students will be permitted to bring their lunches from home and to purchase allowable beverages and a  
19 la carte items at school. Meals brought to school by guardians must be in generic packaging.
- 20 *Students Requesting Modified Meals*
- 21 The School Nutrition Program shall make reasonable modifications to accommodate children with  
22 disabilities. These modifications will be made on a case-by-case basis when supported by a written  
23 statement from a licensed healthcare professional who is authorized to write prescriptions under state  
24 law.
- 25 The director of schools or designee shall develop procedures for notifying parents/guardians of the  
26 process for requesting meal modifications, and arrange for an impartial hearing process to resolve  
27 grievances related to requests for modifications based on a disability.

1 *Competitive Foods*

2 The sale of competitive foods must comply with all local procedures, but at a minimum must be as  
3 stringent as the current state and federal regulations concerning competitive foods.<sup>3</sup> Refer to policy  
4 2.601, Fundraising Activities #8, and to policy 6.411, Student Wellness.

5 *Charging Meals*

6 In the event a student does not have adequate funds to purchase a meal, he/she will be allowed to  
7 charge the meal. Pre K – 8 will be provided a regular meal if charged. Grades 9 – 12 will be offered an  
8 alternate meal if the meal charges exceed \$10.00.

9 The director of schools or designee shall ensure that this policy is provided in writing to all households  
10 at the start of each school year and to households that transfer to the school during the school year.

11 *Collection of Unpaid Meal Charges*

12 The district shall make reasonable efforts to collect debts resulting from unpaid meal charges prior to  
13 the end of the school year. Uncollected charges from the previous fiscal year shall be considered  
14 delinquent debt. The director of schools shall establish reasonable methods and a timeframe for  
15 collection of delinquent debt. Any use of third parties to collect delinquent debt must be approved by  
16 the board. Upon recommendation of the director, the board may classify delinquent debt as bad debt,  
17 which shall be considered uncollectable and categorized as an operating loss.<sup>4</sup> The bad debt losses  
18 must be recovered from funds other than School Nutrition.

19 *Offer versus Serve*

20 All meals offered to district students shall adhere to offer versus serve policy regulations of the USDA.  
21 Students must choose the minimum required amounts to complete the meal process.

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Legal References

1. TCA 49-6-2302, 2303; TRR/MS 0520-01-06-.04
2. 7 CFR § 210.10-.13
3. 7 CFR § 210.11
4. 2 CFR 200.426

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Cross References

- Deposit of Funds 2.500  
Financial Reports and Records 2.701  
Fundraising Activities 2.601  
Student Wellness 6.411