

Scott County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Food Service Management	Descriptor Code: 3.500	Issued Date: 07/10/14
		Rescinds: 3.500	Issued: 05/10/12

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.¹

4 The School Nutrition Program (SNP) food service supervisor will oversee the program All products
 5 and services necessary for the operation of the school nutrition department shall be procured using a
 6 procurement plan which must comply with federal and state purchasing procedures.

7 School food service receipts will be used only to pay regular food service operating costs. When food
 8 service facilities are used agencies, an adequate fee approved by the Board will be charged and the
 9 manager will ensure that no USDA commodities or supplies provided for the regular program are used.

10 The principal shall correlate the food service program with areas of instruction.

11 School Nutrition may include the following programs: National School Lunch Program, Fresh Fruit
 12 and Vegetable Program, School Breakfast Program, Seamless Summer Option and Afterschool Snack
 13 Program. Meals and snacks that are offered shall meet the federal requirements for reimbursement as
 14 defined by federal regulations.²

15 Breakfast, lunch, or snack brought from the home by the student is allowed if the food is for the
 16 student's own consumption. Foods brought in by the student should not be readily identified as
 17 anything other than a meal or snack prepared at home. The introduction of any food by a student or
 18 parent that will be shared with other students is not allowed in the cafeteria.

19 **NO-COST MEALS**

20 The Scott County School System will participate in a new option in the National School Lunch and
 21 School Breakfast Programs. It is called the Community Eligibility Provision (CEP) and will begin in
 22 school year 2014-15.

23 All Scott County School students will receive a nutritious breakfast and lunch at no cost, regardless of
 24 family income.

25 Students will be allowed to purchase extra food/beverage items along with the reimbursable meal.

26 **OFFER VS. SERVE**

27 Students in grades Pre K – 12th of the Scott County Schools will participate in offer vs. serve program.
 28 All breakfast meal components must be offered. Student may choose 3 out of 4 of the components to
 29 qualify as a reimbursable meal.

1 All lunch meal components must be offered. Student may choose 3 of the 5 to qualify the meal as a
2 reimbursable one.

3 **COMPETITIVE FOODS/VENDING MACHINES**

4 The schools that are participating in the school nutrition program will adopt the State Board of
5 Education Chapter 0520-1-6 Child Nutrition Program Guidelines. In all schools the sale of items that
6 meet all nutrition standards may be sold in the school until one (1) hour before the first lunch begins
7 and thirty (30) minutes after the last lunch.

8 In grades 9-12, the selling of items by anyone other than School Nutrition Program personnel is
9 prohibited until fifteen (15) minutes after the last lunch meal is complete. This would include but not
10 be limited to vending machines, school stores, and other fundraising activities. This would also
11 include the serving of food purchased during, before, or after these times by anyone other than the
12 school nutrition staff.

13 **SANITATION**

14 Principals and School Nutrition Program personnel shall be responsible for implementing regulations
15 from the Department of Health and seeing that school cafeterias meet acceptable standards of
16 cleanliness at all times.

17 **USE OF THE CAFETERIA**

18 Any requested use of the cafeteria to serve food or refreshments must have the approval of the SNP.
19 Cafeteria employees will be paid by the organization using the cafeteria.

20 **CHARGING MEALS AND PROCEDURES**

21 The Scott County Schools has a no charge policy. Students will receive their first reimbursable meal at
22 no-cost to the student. No charges will be allowed on a la carte items, second meals, or snacks.

23 The student is given a three or four digit identification number that will be the students' meal
24 identification number for their account as long as they attend that school. Students can add money into
25 their account for extra meals or a la carte items.

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

Cross References

Deposit of Funds 2.500
Financial Reports and Records 2.701