

Food Service

Policy 759

The operation and supervision of the food-service program shall be the responsibility of the District Administrator and the Food Service Director. Food services shall be operated on a self-supporting basis with revenue from students, staff, Federal reimbursement, and surplus food. The Board shall assist the program by furnishing available space, initial major equipment, and utensils. Maintenance and replacement of equipment is the responsibility of the program.

A yearly review of the food-service accounts shall be made by the Auditor. Any surplus funds from the National School Lunch Program shall be used to reduce the cost of the service to students or to purchase cafeteria equipment.

The District Administrator shall establish administrative guidelines for the conduct of the school lunch program that shall include provisions for:

- A. The maintenance of sanitary, neat premises free from fire and health hazards;
- B. The preparation and consumption of food;
- C. The purchase of foods and supplies in accordance with law;
- D. Complying with food holds and recalls in accordance with USDA regulations;
- E. The accounting and deposition of food-service funds;
- F. The safekeeping and storage of food and food equipment.

No foods or beverages, other than those associated with the District's food-service program, are to be sold during food-service hours. The District shall serve only nutritious food as determined by the Food Service Department.

Legal Reference:

Section 15.137, 93.49, 115.34-115.345, 120.10(16), 120.13(10), Wis. Stats.
P.I. 8.01(2)(e), Wis. Adm. Code
42 U.S.C. 1760

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The food-service program shall comply with Federal and State regulations pertaining to the selection, preparation, delivery, consumption, and disposal of food and beverages as well as to the fiscal management of the program. In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food-borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.

It is the responsibility of parents to provide their children with food. The number of unpaid meals per student cannot exceed ten in their lunch account. Students will not be allowed to charge a meal to the family lunch account if the unpaid balance exceeds the cost of ten meals. Parents will be notified prior to their lunch account reaching a zero balance.

Substitutions to the standard meal requirements shall be made, at no additional charge, for students who are certified by a licensed physician to have a disability which restricts his/her diet, in accordance with the criteria set forth in 7 CFR 15b.3. To qualify for such substitutions the medical certification must identify:

- A. The student's disability and the major life activity affected by the disability
- B. An explanation of why the disability affects the student's diet; and
- C. The food(s) to be omitted from the student's diet, and the food or choice of foods that must be substituted (e.g., caloric modifications or use of liquid nutritive formula).

On a case by case basis, substitutions to the standard meal requirements may be made, at no additional charge, for students who are not "disabled persons", but have a signed statement from a qualified medical authority that the student cannot consume certain food items due to medical or other special dietary needs. To qualify for such consideration and substitutions the medical statement must identify:

- A. The medical or dietary need that restricts the student's diet; and
- B. The food(s) to be omitted from the student's diet and the food(s) or choice of foods that may be substituted

For non-disabled students who need a nutritional equivalent milk substitute, only a signed request by a parent or guardian is required.

Lunches sold by the school may be purchased by students and staff members and community residents in accordance with the administrative guidelines established by the District Administrator.