

SECTION 600 – SUPPORT SERVICES

FOOD SERVICES

POLICY604

Article 1 Authorization

- A. The District shall operate a food services program that makes school lunches available to students at a cost established annually by the Board of Education. The program shall be operated with the goals of (1) providing nutritious meals that are appealing to students and (2) operating efficiently within a balanced budget. Food services may be provided by District employees and/or through the services of a contracted provider.
- B. Food Services shall adhere to requirements of state and federal laws and regulations governing the operation of such programs. As part of the program, the District shall participate in the National School Lunch Program and shall provide free and reduced cost lunches to eligible students who desire to participate.
- C. A separate “enterprise” fund shall be established for Food Services. To assure the continuing operation of Food Services, transfers of monies from the General Fund may be authorized by the Board each year. However, the program is expected, to the extent feasible, to maintain a balance between revenues and expenditures without such transfers.
- D. Food Services is authorized to provide meals, at a cost established by the Board of Education, for staff and may provide services for school functions and meetings, and other community events scheduled at the schools. Such services shall be provided at a cost that, to the extent feasible, covers food costs, staff expenses and other expenses related to facility use. A profit may be realized on these services with such profit contributing to program revenues.

Article 2 Staff

- A. The District shall employ a qualified Food Services Director who reports to the Superintendent of Schools. A job description shall be maintained for this position. The Director shall be responsible for the overall operation of the program including budgeting, ordering, staffing, training, menus, meal preparation, and adherence to health regulations. The Director shall evaluate Food Service Managers and shall review all staff evaluations completed by Managers.
- B. The Food Services Director may designate a Manager for each program location except that the Director may serve as a manager when a full-time manager is not required based upon the number of meals to be served and/or fiscal limitations. The Manager shall assist the Director with day-to-day operations at his/her school and shall evaluate the cooks assigned under his/her direction.
- C. Food Services workers may be employed as required for the efficient and effective operation of Food Services within budget parameters established by the Board of Education. A job description, including qualifications, for each Food Service position shall be on file in the District Personnel Office.
- D. The Board may contract for services to provide assistance to the Director for improving the quality of offerings, efficiency of services and/or staff development and for food purchasing.

References:

National School Lunch Act
C.R.S. 2232-134 Board Encouraged to Adopt Policy on Nutritious Choices in School Vending Machines
C.R.S. 2232-134.5 Healthy Beverages Requirement
1-CCR 301-79 Healthy Beverages Requirement
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Article 3 Free and Reduced Lunch Cost Program

- A. The Food Services Director is designated as the official to determine student eligibility for a reduced price or a free meal. Eligibility shall be based upon state and federal regulations and guidelines and completion of required application forms by the student's parents or legal guardians. If eligibility is denied, the parents or guardians may appeal the decision to the Superintendent who will conduct a hearing in keeping with requirements of Section 9 of the School Lunch Act.
- B. Parents shall be notified annually of the program and provided opportunity to apply.
- C. Students receiving reduced cost or free lunches shall be treated the same as other students in terms of receiving their meals or location for eating. They shall receive such services without be identified to others. The names of free and reduced cost lunch students shall be confidential, limited only to specific staff with a need to know.

Article 4 Nutritious Food and Beverage Choices

- A. At every possible eating occasion, students will have opportunities to choose nutritious snacks that are low in fat, sodium and added sugars. The Food Service Director and each Principal shall take steps to ensure that:
 - 1. Nutritious foods are always available as an affordable option whenever food is served or sold and that competition with nutritious meals served by the food service program is minimized. The emphasis on healthy choices applies to a la carte items offered by the food service program.
 - 2. No foods in the categories of minimal nutritional value as defined by the USDA may be sold at a school or school activity from 30 minutes before designated meal periods, during designated meal periods, or within 30 minutes after designated meal periods.
 - 3. Schools shall limit opportunities for students to acquire snacks and beverages high in fat, sodium or added sugars by controlling items sold from vending machines, school stores and fundraising activities; and by providing healthy refreshments at school parties, celebrations and meetings. At least 50% of all food sold in school vending machines must meet acceptable nutritional standards. Snacks that meet requirements include:
 - a. Nuts, seeds, dairy products, fresh fruits or vegetables, dried fruits or vegetables, and packaged fruits in their own juice; and
 - b. Any other food item containing not more than thirty-five percent of total calories from fat, not more than ten percent of those calories from saturated fat, and not more than thirty-five percent of its total weight in sugar.

References:

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4. Each beverage offered for sale to students from any source, including the school cafeteria, vending machines, school stores and fund-raising activities conducted on school grounds, shall satisfy the minimum nutritional standards for beverages adopted by the State Board of Education. This applies to beverages sold on campus during the regular school day and extended school day including, but not limited to, before and after school activities such as clubs, yearbook, band, student government, drama and childcare programs. All contracts with venders must meet the healthy beverage requirement. Healthy beverages include:
 - a. plain, unflavored, noncarbonated water;
 - b. milk including, but not limited to chocolate milk, soy beverage, rice beverage and other similar dairy or nondairy beverage;
 - c. One hundred percent fruit juices or fruit-based drinks composed of no less than fifty percent juice, without additional sweeteners;
 - d. Electrolyte replacement beverages that contain forty-two grams or fewer of additional sweetener per twenty-ounce serving;
Note: “additional sweetener” means an additive that enhances the sweetness of a food or beverage, including but not limited to sugar. The term does not include the natural sugars that are contained in any fruit juice.

Note: The State Board's nutritional standards for beverages do not apply to the sale of beverages at school-related events where parents and other adults are a significant part of the audience. Such activities include, but are not limited to, interscholastic sporting events, school plays, productions and concerts.

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