

Noninstructional Operations and Business Services

Food and Nutrition Services Program

I. Purpose

This policy defines the responsibilities of the school district food and nutrition services program.

II. General Statement of Policy

The school district recognizes the role proper nutrition has in student learning. The district is committed to providing appropriate school breakfast programs, school lunch programs and other related food service programming. The food and nutrition services program will follow state and federal guidelines when providing school breakfast and school lunch programs.

III. Responsibility

- A. The food and nutrition services manager will be responsible for administering the food and nutrition services program. This includes planning and assessing requirements, training and inservice, budgeting and financial management, and supervision.
- B. The food and nutrition services manager reports to the director of business services who will serve as the district administrator for the food and nutrition services program.
- C. The student wellness committee is responsible for monitoring this policy (see Policy 533 – Student Wellness).

IV. Guidelines

- A. The food and nutrition services program will be a self-supporting program and utilize maximum reimbursements provided through various state and federal programs in which it participates.
- B. The program will follow nutrient standard menu planning guidelines. Current nutrition knowledge will also play a critical function in this process. Substitutions and accommodations to the regular meal plan will be made for students who are unable to eat school meals because of their disabilities relating to special dietary needs when the need is certified and based on a prescription written by a licensed physician and there is a 504 Plan in place for the student (Rehabilitation Act of 1973, Section 504 and Americans with Disabilities Act (ADA) of 1990).
- C. The food and nutrition services manager will coordinate food service operations in each district building. Use of the kitchen facilities outside of the food and

nutrition services program must meet the established guidelines of Policy 902 – Use of School District Facilities and Equipment, and the user must obtain a license for a special use permit from the City of Edina.

- D. No sales or serving of food and beverages other than by the food and nutrition services program will take place between the hours of 7:00 AM and 2:00 PM without prior approval of the food and nutrition services manager and district administration. No other organizations, without approval of the food and nutrition services program manager and district administration, will be allowed to sell or serve the following items: entrees, soups, salads, sandwiches, desserts, breakfast items and other items considered meals. Such approved sale must adhere to the following conditions:
 - 1. The sale meets legal requirements.
 - 2. The sale is offered by a school-sponsored organization and the profits will be used to enhance specific district programming.
 - 3. The sale must meet local and state health and safety regulations, and the necessary permit work is completed.
- E. The food and nutrition services program will strive to promote positive nutrition messages through the food that it serves for school meals and through educational materials in the district. All food items sold through the reimbursable meal lines will adhere to the guidelines defined by USDA No. 210.11.
- F. Free, reduced and paid meals will be offered to students, and the food and nutrition services program will follow all regulations related to this offering.
- G. The food and nutrition services program will offer a catering service for various district functions. District organizations and schools are encouraged to access this catering service.

Legal References:

Section 504 of the Rehabilitation Act of 1973

Americans with Disabilities Act (ADA) of 1990

National School Lunch Program, School Breakfast Program, Child and Adult Care, and Food Program Regulations, 1988

Cross References:

Policy 533 (Student Wellness)

Policy 902 (Use of School District Facilities and Equipment)

Policy adopted: 11/8/10

Revised: 9/22/14

Revised: 4/11/16

INDEPENDENT SCHOOL DISTRICT 273

Edina, Minnesota