

**MONTGOMERY
COUNTY
INTERMEDIATE
UNIT #23**

SECTION: OPERATIONS
TITLE: FOOD SERVICES
ADOPTED: MARCH 23, 2016
REVISED:

808. FOOD SERVICES	
1. Purpose	The Board recognizes that students require adequate, nourishing food and beverages in order to grow, learn and maintain good health. The Board directs that students shall be provided with adequate space and time to eat meals and/or snacks during the school day.
2. Authority SC 504, 914-A, 1335, 1337 42 U.S.C 1751 et seq 42 U.S.C 1773 7 CFR 210.10, 220.8 55 PA Code 3270.161- 3270.165 SC 504 42 U.S.C 1760 SC 504 42 U.S.C 1760	The Board shall provide food service as required by program specific guidelines that meet the standards required by state and federal school food programs. A statement of receipts and expenditures for food services funds shall be prepared and maintained by the Intermediate Unit for auditing purposes. Food sold by the Intermediate Unit may be purchased by students and employees but only for consumption on school premises. The price charge to students shall be established annually by the Intermediate Unit in compliance with state and federal laws.
2. Delegation of Responsibility SC 504, 1337	Operation and supervision of the food services program shall be the responsibility of the Chief Financial Officer or designee. Intermediate Unit School Food Programs shall be operated on a nonprofit basis. A periodic review of the school food program accounts shall be made by the Chief Financial Officer periodically and annually to the auditor.
3 Pa. C.S.A. 5713 42 U.S.C.1758 7 CFR 210.13	The Executive Director or designee shall comply with state and federal requirements for conducting cafeteria health and safety inspections and ensuring employee participation in appropriate inspection services and training programs.
4. Guidelines	To reinforce the Intermediate Unit’s commitment to nutrition and student wellness, foods served in school food programs shall:

	<ol style="list-style-type: none"> 1. Be carefully selected to contribute to students’ nutritional well-being and health. 2. Meet the nutrition standards specified in laws and regulations and approved by the Board. 3. Be prepared by methods that will retain nutritive quality, appeal to students, and foster lifelong healthy eating habits. 4. Be served in age-appropriate quantities, at reasonable prices. <p>The Intermediate Unit shall participate in the food programs according to program specific guidelines including the use of food commodities or cash in lieu of reimbursement for menus available under the Federal Food Commodity Food Program</p>
<p>Pol 103</p>	<p>The Intermediate Unit shall offer meals to all students without regard to race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability.</p>
<p>42 U.S.C.1758 7 CFR Part 226 7 CFR 245</p>	<p><u>Free/Reduced-Price Meals</u></p> <p>The Intermediate Unit or designated contractor shall provide free and reduced-price meals/snacks and/or free milk to students in accordance with the terms of the National School Lunch Program, the School Breakfast Program, the Special Milk Program, and the Child and Adult Food Program.</p>
<p>Pol 103 7 CFR 15b.40 Pol 113 Pol 209.1</p>	<p><u>Accommodating Students With Special Dietary Needs</u></p> <p>The Intermediate Unit or designated contractor shall make appropriate food service and/or meal accommodations to students with special dietary needs in accordance with applicable laws, regulations and Board policy.</p>
<p>7 CFR 210.13 42 U.S.C. 1758 7 CFR 220.7</p>	<p><u>School Food Safety Inspections</u></p> <p>The Intermediate Unit or designated contractor shall obtain two (2) safety inspections per year in accordance with all local, state, and federal laws and regulations.</p>
<p>42 U.S.C. 1758 7 CFR Part 210 7 CFR Part 220</p>	<p><u>School Food Safety Program</u></p> <p>The Intermediate Unit shall comply with federal requirements in developing a food safety program that enables the Intermediate Unit to take systematic action to prevent or minimize the risk of foodborne illness among students.</p>

<p>7 CFR 210.9 7 CFR 210.13 55 PA Code 3270.161</p>	<p>The Intermediate Unit shall maintain proper sanitation and health standards in food storage, preparation and service, in accordance with all applicable state and local laws and regulations and federal food safety requirements.</p> <p>The Intermediate Unit shall inform parents/guardians of the eligibility standards for free and reduced-price meals.</p> <p><u>Confidentiality/Disclosure of Eligibility</u></p>
<p>42 U.S.C. Sec. 1758</p>	<p>The Intermediate Unit shall only release a student’s name, eligibility status, and other information provided on the application, or obtained through direct certification or verification, if disclosure of such information is specifically authorized by law.</p> <p>Reasonable efforts shall be made to provide equal treatment for and protect the identity of students receiving free or reduced-price meals.</p> <p><u>Appeals</u></p>
<p>7 CFR 245.7</p>	<p>The Intermediate Unit shall establish an appeals process under which a parent/guardian may appeal a decision regarding their application for food service benefits, or any subsequent reduction or termination of benefits.</p> <p><u>Replacement Lunches</u></p> <p>The Intermediate Unit shall permit students to incur reasonable charges for replacement lunches, and parents/guardians shall be contacted for payment.</p> <p>The Executive Director or designee shall develop and disseminate administrative regulations that establish procedures to control lunch charges.</p> <p><u>School Meal Accounts</u></p> <p>Individual accounts shall be assigned to each student for accounting purposes for the purchase of meals served in the cafeteria.</p> <p>The Executive Director or designee shall develop and disseminate administrative regulations that establish procedures to control school meal accounts. Administrative regulations should include the following:</p> <ol style="list-style-type: none"> 1. Procedures for collecting money for individual student accounts which ensure that the identity of each student is protected. 2. Method in which students and parents/guardians are notified when the student’s account reaches a specified level. At least one (1) advance written warning shall be given to the student and parent/guardian.

3. Procedures for providing students with meals when the student forgets or loses their money or when their account has insufficient funds.

Students and parents/guardians shall be notified annually concerning the contents of this policy and Intermediate Unit procedures according to program specific guidelines.

References:

School Code – 24 P.S. Sec. 504, 914-A, 1335, 1337

Public Eating Places – 35 P.S. Sec. 655.12a

Healthy, Hunger-Free Kids Act of 2010 and Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 et seq.

Child Nutrition and WIC Reauthorization Act of 2004 – P.L. 108-265

National Food Service Programs, Title 7, Code of Federal Regulations – 7 CFR Part 210, Part 220, Part 226, Part 245, Sec. 246.24