



MANAGEMENT SUPPORT

Food and Nutrition Program

A. Nutrition

The nutritional composition of meals served at schools will comply with the guidelines established by the National School Lunch Program. Offered with each breakfast will be four components including:

1. One serving of milk;
2. One serving of juice and/or fruit;
3. Two servings of grain; or
4. One serving of grain and one serving of protein.

A student must choose three of the four components offered for breakfast; one of the components must be fruit.

Offered with each lunch will be five components including:

1. One serving of milk;
2. One serving of juice and/or fruit;
3. One serving of vegetables;
4. One serving of protein; and
5. One serving of bread or grain.

A student must choose three of the five components offered for lunch; one of the components must be a full serving of fruit or vegetables.

B. Sale of Food and Nutrition Program Supplies

1. Kitchen user groups or school staff may purchase food and nutrition program supplies for district functions or for events catered by the food and nutrition program department in district facilities.
2. The kitchen user groups who want to purchase supplies must provide the food and nutrition program office with a billing address, an ASB purchase order number or debit credit number at the time the request is made.
3. Food and nutrition program department supplies will not be sold for personal use.

C. Donations of Food Supplies

The food and nutrition department may accept food donations, providing that all state and local laws regarding inspection and handling have been met before selling the food as part of the school food and nutrition program.

Free and Reduced Price Food Services

Application Processing

Free and reduced meal applications will be processed in a timely manner in accordance with USDA and Food and Nutritional Services regulations.

1. Confidentiality of students applying for free or reduced priced meals will be maintained.
2. **The application will be screened with an initial recommendation by the school's kitchen manager.** The application will be sent to the food and nutrition program office for **further** processing.
3. All applications will be stored in the food and nutrition program office.
4. Parents will be notified in writing if their application has been denied. If approved, parents will be notified by automated phone call.
5. A parent has the right to appeal any decision with respect to his/her application for free or reduced meals by contacting the manager of the food and nutrition program in writing or by telephone.

September Eligibility

All efforts will be made to quickly approve applications and notify students of their meal status. During the application processing period, students who were eligible for free or reduced meals during the prior June will maintain their prior years free or reduced meal status until their new application has been processed or for thirty (30) days from the start of school, whichever is first.

Confidentiality

1. The names of the children eligible for free or reduced price meals shall not be published, posted or announced in any way.
2. The district may release cumulative totals of the number of families approved for receipt of free and reduced price meals.
3. The district may release to an individual family a letter stating that family's eligibility for free or reduced price meals.

Homeless Children

The district may complete an application for a child and approve the child for free meals based solely on the knowledge that the child's address is a homeless shelter or that the child has no known address and is indeed homeless.

Breakfast and Lunch Copays Eliminated

Students in prekindergarten through twelfth grade who qualify for reduced-price meals will not be required to pay a breakfast or lunch copay.

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Food and Beverages

The importance of proper nutrition and physical activity to lifelong good health will be demonstrated and taught to students through food served in the school setting, as well as through appropriate classroom instruction. These nutrition standards for food and beverages provided in schools will be observed by all schools.

Nutrition Standards for Food and Beverages Sold in Schools

All food and beverages provided to students before, during and immediately after the regular school day in district schools and facilities will meet nutrition standards outlined in the student wellness policy unless otherwise regulated by the United States Department of Agriculture (USDA).

Cross reference: [Board Policy 6700](#) Food and Nutrition Program

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