# SUPPORT SERVICES 07.1

Food/School Nutrition Services

The Board shall provide a District-wide school nutrition program in compliance with applicable state and federal statutes and regulations. It is the intent of the Board that school nutrition services be a self‑supporting program.

Meals

Lunchrooms shall serve meals that meet or exceed the requirements specified by state and federal regulations.

Meal Charges

All parents shall be provided the written meal charge policy at the beginning of each school year or upon enrollment in the District for students transferring in mid-year. In addition, parents shall be advised of the available payment systems.

The written meal charge policy shall be distributed to all school level staff including school nutrition employees involved in policy enforcement.

The District is participating in the Community Eligibility Provision; therefore, all students’ meals are served free of charge. Current full-time employees of this District are allowed to accrue meal and ala carte charges as long as their account is in good standing and meal charges are paid in full on District pay days.

Food Service funds may be used to collect outstanding delinquent meal charges. Delinquent charges that have occurred prior to the current school year shall be given final notice prior to June 30th with payment being due within ten (10) days. Any outstanding funds due on student/staff accounts may be directed to the Board Attorney or Small Claims Court for collection.

Food Service/School Nutrition Program Director

The District (or food service area to which the District belongs) shall appoint/select a Food Service/School Nutrition Program Director to oversee and manage the school nutrition service program. All Food Service/School Nutrition Program Directors shall meet minimum educational requirements and annual training requirements in accordance with federal and state law.

Annual Report/Public Forum

Immediately following the release of the annual school nutrition report, the Board shall discuss the findings and seek public comment during a publicly advertised Board meeting.

By January 31 of each year, the Board may use their Board meeting as an advertised public forum to present a plan to improve school nutrition in the District.

The District shall compile a report to submit to the Kentucky Board of Education.

Discrimination Complaints

The District does not discriminate on the basis of race, color, national origin, sex, age, or disability in its school nutrition program.

# SUPPORT SERVICES 07.1

#  (Continued)

Food/School Nutrition Services

Discrimination Complaints (continued)

Anyone wishing to initiate a complaint concerning discrimination in the delivery of benefits or services in the District’s school nutrition program should go to the link below or mail a written complaint to the U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington D.C. 20250-9410, or email, [program.intake@usda.gov.](file:///C%3A%5CUsers%5Cintegrityit%5CAppData%5CRoaming%5CAnalyzer_Docs%5Cprogram.intake%40usda.gov)

<http://www.ascr.usda.gov/complaint_filing_cust.html>

District personnel shall assist parents/guardians and students wishing to file a complaint.

Special Dietary Needs

Students whose dietary needs qualify them for an adaptation under law shall be provided accommodations in keeping with local procedures.

All parents shall be provided notice of how to request meal accommodations and how to submit a grievance related to a request for modifications based on a disability, at the beginning of each school year or upon enrollment in the District for students transferring in mid-year.

References:

[KRS 156.160](http://policy.ksba.org//DocumentManager.aspx?requestarticle=/KRS/156-00/160.pdf&requesttype=krs)

[KRS 158.852](http://policy.ksba.org//DocumentManager.aspx?requestarticle=/KRS/158-00/852.pdf&requesttype=krs); [KRS 158.856](http://policy.ksba.org//DocumentManager.aspx?requestarticle=/KRS/158-00/856.pdf&requesttype=krs); [KRS 160.290](http://policy.ksba.org//DocumentManager.aspx?requestarticle=/KRS/160-00/290.pdf&requesttype=krs)

[702 KAR 006:010](http://policy.ksba.org//documentmanager.aspx?requestarticle=/kar/702/006/010.htm&requesttype=kar); [702 KAR 006:050](http://policy.ksba.org//documentmanager.aspx?requestarticle=/kar/702/006/050.htm&requesttype=kar); [702 KAR 006:075](http://policy.ksba.org//documentmanager.aspx?requestarticle=/kar/702/006/075.htm&requesttype=kar); [702 KAR 006:090](http://policy.ksba.org//documentmanager.aspx?requestarticle=/kar/702/006/090.htm&requesttype=kar)

7 C.F.R. part 15b; 7 C.F.R. §210.23; 7 C.F.R. §210.31; FNS Instruction 113

Section 504 of Rehabilitation Act of 1973, Americans with Disabilities Act

P.L. 111-296

Adopted/Amended: 7/20/2017

Order #: 17.272E