



Kenton County School District | It's about ALL kids.

ISSUE PAPER

DATE:

November 9, 2022

AGENDA ITEM (ACTION ITEM):

Consider/Approve the revision to Policy 07.1 – “Food/School Nutrition Services”.

APPLICABLE BOARD POLICY:

01.5 – School Board Policies

HISTORY/BACKGROUND:

This is the second reading of the proposed policy revision which specifies when parents/guardians will be contacted concerning their student(s) outstanding cafeteria meal charges. Further, the policy specifies the outstanding dollar amount a student can incur before the debt is considered delinquent and directed to the Board Attorney.

FISCAL/BUDGETARY IMPACT:

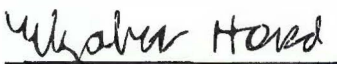
No fiscal/budgetary impact

RECOMMENDATION:

Approve the revisions to Policy 07.1 – “Food/School Nutrition Services”.

CONTACT PERSON:

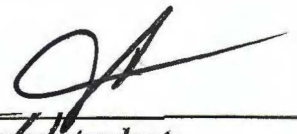
Elizabeth Hord, Director of Student Nutrition



Principal/Administrator



District Administrator



Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent’s mailbox.

Food/School Nutrition Services

The Board shall provide a District-wide school nutrition program in compliance with applicable state and federal statutes and regulations.

SCHOOL LUNCH PATTERN

Cafeterias shall provide complete hot or cold meals as defined by federal regulations.

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.

Each school shall have a lunchroom manager under the supervision of the Principal and direction of the Food Service/School Nutrition Program Director.

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 shall hold an advertised public forum to present a plan to improve school nutrition in the District. The Board shall review the annual report at the regular meeting scheduled in November.

The District shall compile a summary of findings and recommendations and submit the summary 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.

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.

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.

Food/School Nutrition Services**MEAL PAYMENT**

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 and meal prices.

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

Parents are encouraged to pay for meals in advance with cash, checks, or on-line with a debit or credit card. The on-line payment system (~~My Payments Plus~~) can be found by going to the Kenton County Schools website at www.kenton.kyschools.us.

Charging meals is allowed to cover the situation of a student occasionally losing or forgetting meal money. This service is not designed or intended to provide a credit service for continuous charging and collection of student meals. If a student incurs five (5) unpaid meal charges, reasonable attempts will be made to notify parents/guardians by phone, email, or US mail. If parents have not contacted the Cafeteria Manager or submitted the amount indicated within ten (10) working days from the date of the final notice, If a student incurs charges exceeding \$50 during Kenton County tenure the debt will be considered delinquent and may be directed to the Board Attorney.

Under no circumstances can a-la-carte items be charged.

Adults shall not be permitted to charge meals or a la carte items.

Food Service funds may be used to collect delinquent meal charges.

BOARD FUNDS NOT ALLOCATED

The Board does not allocate funds derived from local tax, state funds, or any other source of funds intended for instructional purposes to subsidize the operation of the school-lunch program.

REFERENCES:

KRS 156.160
KRS 158.852; KRS 158.856
KRS 160.290
702 KAR 6:010; 702 KAR 6:020
702 KAR 6:040; 702 KAR 6:050
702 KAR 6:060; 702 KAR 6:075; 702 KAR 6:090
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