

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

~~Households~~~~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 written meal charge policy shall be distributed to all school level staff including school nutrition employees involved in policy enforcement, via District website link and paper copy available upon request.

Food Service cashiers ~~will~~~~may~~ allow each student, ~~to eat breakfast and lunch which may result in meal charges who occasionally loses or forgets to bring money, to charge up to three (3) plate lunches.~~ When ~~a student accumulates more than three (3) meal charges reach \$5.00,~~ the ~~cafeteria manager~~~~Principal/designee~~ shall initiate the established collection process to include notification of ~~households~~~~parents~~ and appropriate follow-up ~~weekly.~~ ~~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, the debt will be considered delinquent and may be directed to the Board Attorney.~~

~~If a student needs to charge more than three (3) lunch meals before previous charges have been collected, the Food Service Program Manager/designee must approve additional charges.~~

Unpaid meal charges of \$50.00 are considered delinquent debt and may be directed to the Board Attorney. The unpaid meal charge debt will be considered collectible if efforts are being made to collect it. The debt will remain on accounting documents until it is either collected or it is determined to be uncollectable. Uncollectable debts will be considered bad debt when student has graduated from high school or is no longer enrolled in the District. The bad debt list will be submitted to the District Finance Officer prior to June 30th of each year for reimbursement back to Food Services.

~~Food Service funds may be used to pay delinquent meal charges.~~

Students ~~will~~~~shall~~ not be permitted to charge a la carte items, nor shall adults be permitted to charge meals or a la carte items.

SPECIAL DIETARY NEEDS

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

The District Food Service Program will adhere to USDA requirements for accommodating students with special dietary needs.

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.

STUDENTS

09.123

Absences and Excuses

Pupils are required to attend regularly and punctually the school in which they are enrolled. Recording of absences and tardies shall be made in compliance with the requirements of 702 KAR 7:125.¹

TRUANCY DEFINED

Any student who has attained the age of six (6), but has not reached his/her eighteenth (18th) birthday, who has been absent from school without valid excuse for three (3) events or more, or tardy without valid excuse on three (3) events or more, is a truant.

Any student enrolled in a public school who has attained the age of eighteen (18) years, but has not reached his/her twenty-first (21st) birthday, who has been absent from school without valid excuse for three (3) or more events, or tardy without valid excuse on three (3) or more events, is a truant.

Any student who has been reported as a truant two (2) or more times is an habitual truant.

Truants shall be reported to the Principal and then to the Director of Pupil Personnel both of whom shall take appropriate action.

For the purposes of establishing a student's status as a truant, a student's attendance record is cumulative for an entire school year. When students transfer from one Kentucky district to another, attendance information from the previous district shall become part of their official attendance record for that school year.

EXCUSED ABSENCES

An excused absence or tardiness is one for which work may be made up, such as:

1. Death or severe illness in the pupil's immediate family;
2. Illness of the pupil, including mental or behavioral health;
3. Religious holidays and practices;
4. One (1) day for attendance at the Kentucky State Fair;
5. Documented military leave;
6. One (1) day prior to departure of parent/guardian called to active military duty;
7. One (1) day upon the return of parent/guardian from active military duty;
8. Visitation for up to ten (10) days with the student's parent, de facto custodian, or person with legal custody who, while on active military duty stationed outside of the country, is granted rest and recuperation leave;
9. Students participating in any of the page programs of the General Assembly;² or
10. Other valid reasons as determined by the Principal.

NOTIFICATION

The parent/guardian shall notify the school, stating the reason for the student's absence. Without proper notification, an absence shall be designated unexcused.

STUDENTS

09.123
(CONTINUED)

Absences and Excuses

MAKE-UP WORK

Make-up work shall be permitted for excused absences ~~only~~ and must be completed within the time specified by the Principal. It is the student's responsibility to contact the teacher for make-up work.

Days missed due to suspension shall be considered unexcused absences for which ~~no~~ make-up of daily work ~~may~~^{shall} be allowed.

REFERENCES:

¹702 KAR 7:125

²KRS 159.035

KRS 36.396; KRS 38.470; KRS 40.366,

KRS 158.070; KRS 158.183; KRS 158.293; KRS 158.294

KRS 159.140; KRS 159.150; KRS 159.180

OAG 76-566; OAG 79-68; OAG 79-539; OAG 91-79; OAG 96-28

RELATED POLICIES:

09.111; 09.122; 09.4281

09.126 (re requirements/exceptions for students from military families)

LEGAL: HB 538 AMENDS KRS 158.150 TO ALLOW THE PRINCIPAL TO PERMANENTLY REMOVE A STUDENT FROM THE CLASSROOM AND PROVIDES THAT ANY PERMANENT ACTION BY THE PRINCIPAL SHALL BE SUBJECT TO AN APPEAL PROCESS IN ACCORDANCE WITH A POLICY ADOPTED BY THE BOARD (09.4281/GRIEVANCES).

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

SAMPLE EXP NOTE FOR CREATING DRAFTS FOR THOSE DISTRICTS WITHOUT A 09.4281

DRAFT ALL NEW LANGUAGE 4/14/23, REVISED 6/30/23

STUDENTS

09.4281

Grievances

GENERAL

Students and guardians are encouraged to engage in open communication with school level personnel for resolution of any educational disputes. However, if resolution is unattainable students or guardians may submit a grievance pursuant to this Policy regarding administrative decisions. Any student or guardian ("Grievant") who wishing ^{es} to express an educational concern or grievance shall first express their concern to the school level administrator for resolution. If the student/guardian- Grievant deems the resolution unsatisfactory, he or she the student/ guardian shall submit an initial written grievance to the student's pPrincipal and observe the following order of appeal:

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Level 1: The school Principal

Level 2: The Superintendent, who will appoint a designee for consideration

Level 3: The Superintendent

Level 4: The Board

The order of appeal shall not be construed to mean that students are not free to confer with the Superintendent whenever they so wish. However, formal complaints regarding administrative decisions must follow this process. ~~if the grievance concerns discipline of an individual student, the Board may, on a case-by-case basis, determine if it will hear the grievance based on whether the facts presented in the written grievance fall within its discretion or authority. If there is a question as to whether the grievance is within the Board's discretion or authority, the Board will consult with legal counsel.~~

PROCEDURES

Grievance procedures shall address, but not be limited to, the conditions for filing a grievance, time limitations for the filing and the appeal of a grievance, and a process for the orderly review and appeal of each individual grievance.

APPEALS OF CLASSROOM REMOVALS

Any permanent action by a principal to remove a student from the classroom may be appealed through this policy, beginning at level 2 review.¹ Exceptions

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EXCEPTIONS

Harassment/Discrimination allegations shall be governed by Policy 09.42811.


Federal law requires the District to implement separate and specific processes for responding to complaints/grievances about Title I programs and to those alleging discrimination in the delivery of benefits or services in the District's school nutrition program.

RELATED POLICIES:

¹KRS158.150

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[07.1](#)
[08.13451](#)
[09.422; 09.425; 09.426; 09.42811; 09.431; 09.434; 09.4341; 09.435](#)
[10.2](#)

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