# 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.

Breakfast and Lunch

Cafeterias shall provide complete hot or cold meals as defined by 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 for a la cart items.

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

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

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 shall hold an advertised public forum to present a plan to improve school nutrition in the District.

The District shall compile a summary of findings and recommendations and submit the summary to the Kentucky Board of Education.

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.

# SUPPORT SERVICES 07.1

# (Continued)

Food/School Nutrition Services

Discrimination Complaints

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.​

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete the [USDA Program Discrimination Complaint Online Form](https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf) (AD-3027) found online at [How to file a Complaint](https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint)​, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;

 (2)  fax: (833) 256-1665​ or (202) 690-7442; or

 (3)  email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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

# 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 006:020](http://policy.ksba.org/documentmanager.aspx?requestarticle=/kar/702/006/020.htm&requesttype=kar); [702 KAR 006:040](http://policy.ksba.org/documentmanager.aspx?requestarticle=/kar/702/006/040.htm&requesttype=kar)

[702 KAR 006:050](http://policy.ksba.org/documentmanager.aspx?requestarticle=/kar/702/006/050.htm&requesttype=kar); [702 KAR 006:060](http://policy.ksba.org/documentmanager.aspx?requestarticle=/kar/702/006/060.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 [www.education.ky.gov/federal/SCN/Pages/USDANondiscriminationStatement.aspx](http://www.education.ky.gov/federal/SCN/Pages/USDANondiscriminationStatement.aspx)

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