

Book	Policy Manual
Section	800 Operations
Title	Food Services
Number	808
Status	Active
Adopted	August 8, 1984
Last Revised	July 12, 2017

Purpose

Food service programs of the district shall be directed at meeting the needs of the pupils in accordance with these guidelines.

Authority

The Board shall provide food service for lunch in all schools of this district.[\[1\]\[2\]](#)

Unless they have been excused by the principal, all students are expected to remain in school for lunch.

Food sold by the school may be purchased by students, teachers, cafeteria employees and other employees, and only for consumption on school premises.

Delegation of Responsibility

The operation and supervision of the food service program shall be the responsibility of the Food Services Director.

The cafeterias are to be operated on a nonprofit basis. A periodic review of the cafeteria accounts shall be made by the Superintendent monthly and the auditor annually.[\[1\]\[2\]](#)

Surplus accounts shall be used only for the improvement and maintenance of the food service program.[\[1\]](#)

All funds derived from the operation, maintenance or sponsorship of the food services facilities shall be deposited in the Food Service Account, a special bank account, in the same manner as other funds belonging to the school district. Such funds shall be expended in such manner as may be approved and directed by the Board, but no amount shall be transferred from the Food Services Account to any other account or fund except that district advances to the food services program may be returned to the district's general fund from any surplus resulting from its operation.

The district shall participate in the Federal School Lunch Program. Provisions shall be made for free and reduced rate meals as prescribed by federal and state law, in accordance with these guidelines.[\[4\]](#)

The Superintendent and/or their designee shall prepare guidelines for the implementation of a food service program, including the maintenance of facilities free from fire or health hazards; accounting and depositing procedures for cafeteria funds; control, safekeeping and storage of food and food equipment.[\[1\]\[2\]](#)

Conneaut School District's policy on handling charged meals permits a student a maximum charge limit of \$10.00 during the school year. At the time the maximum limit is reached, written notification, by the

district, will be set to the parent or guardian restating this policy.

If a student reaches the maximum \$10.00 limit, the student may be required to pay full price for meals or bring meals from home, or be served an alternate meal.

Regular meals must always be provided to preprimary and young primary (K-3) student(s) or any disabled student(s) who may be unable to take full responsibility for their lunch charges upon reaching the \$10.00 limit, the building principal shall contact the parent/guardian.

No student charges shall be accepted during the last two (2) weeks of school except as authorized by the Superintendent.

Legal

1. 24 P.S. 504
2. 24 P.S. 1337
4. 24 P.S. 1335
5. Pol. 212