

## **ARTICLE IV: FOOD SERVICE**

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## **POLICY 4-4.1 FOOD SERVICE PROGRAM**

### **Generally**

The Poquoson City School Board participates in the National School Breakfast and School Lunch Programs at all schools, and operates an a la carte meal program at the middle and high school levels. The division superintendent is authorized to develop and implement an efficient and effective food services system for the students and employees of the school division. The School Board shall establish and post on its website a web-based application for student participation in the National School Breakfast and School Lunch Program in addition to providing a paper-based application. Each public elementary or secondary school shall process each web-based or paper-based application for participation in the School Breakfast Program or the National School Lunch Program administered by the U.S. Department of Agriculture within six working days after the date of receipt of the completed application.

### **Purposes**

The School Board recognizes the food service program as an integral part of the educational program. The food service program shall provide a practical form of education in nutrition and sanitation. It shall assist in safeguarding the health and well-being of students and aid in the development of good food habits. The food service program shall provide nutritional lunches on a daily basis and shall be available to all students, adult staff members and employees as required by law.

### **Financial Operation**

The food service program shall be operated on a nonprofit, self-supporting basis with lunches being furnished to students and school personnel at a reasonable charge. The school lunch program shall be financed by federal and state funds, local funds and monies received from students, adult staff members and employees. From time to time the division superintendent shall report to the School Board on the financial status of the school division's food service operations.

### **Lunchroom Standards**

School food service operations shall comply with all applicable standards and requirements of the Virginia Department of Education and the state and local health departments.

### **National School Lunch and Breakfast Programs**

All school food service operations participating in the National School Lunch and Breakfast Programs shall function in accordance with all applicable laws and regulations.

### **Meal Charges**

School board employees shall direct any communication relating to a school meal debt to the student's parent. Communication may be made by a letter addressed to the parent to be sent home with the student.

No school board employee shall require a student who cannot pay for a meal at school or who owes a school meal debt to throw away or discard a meal after it has been served to him, do chores or other work to pay for such meals or wear a wristband or hand stamp.

The School Board shall not file a lawsuit against a student or the student's parent because the student cannot pay for a meal at school or owes a school meal debt. Neither the School Board nor any school board employee shall deny a student the opportunity to participate in any extracurricular school activity because the student cannot pay for a meal at school or owes a school meal debt.

### **School meals; availability to students**

The School Board shall require each public elementary and secondary school in the division to participate in the federal National School Lunch Program and the federal School Breakfast Program administered by the U.S. Department of Agriculture and to make lunch and breakfast available pursuant to such programs to any student who requests such a meal, regardless of whether such student has the money to pay for the meal or owes money for meals previously provided, unless the student's parent has provided written permission to the school board to withhold such a meal from the student. Nothing in this policy limits the ability of the School Board to collect payment for meals provided under the Programs listed herein, provided however, that it shall not utilize a nongovernmental third-party debt collector to collect on such a debt.

The School Board shall ensure that: (i) at any back to school night event in the local school division to which the parents of enrolled students are invited, any such parent in attendance receives prominent notification of and access, in paper or electronic form, or both, to information about application and eligibility for free or reduced price meals for student and a fillable free or reduced price meals application that may be completed and submitted on site; and (ii) a fillable free or reduced priced meals application is sent home with each student enrolled in a public elementary or secondary school in the school division at the beginning of each school year or, in the case of any student who enrolls after the beginning of the school year, as soon as practicable after enrollment.

**LEGAL REFERENCE:** Code of Virginia, 1950, as amended, §§ 22.1-24, 22.1-70, 22.1-78, 22.1-79, 22.1-79.7, 22.1-79.7:1, 22.1-89.1, 22.1-115, 22.1-207.3; Virginia Board of Education Regulations Governing School Lunch – Sale of Food Items, 8 VAC 20-290-10, et. seq, and Governing School Breakfast Programs, 8 VAC 20-580-10, et. seq.; National School Lunch Act, as amended, 42 U.S.C. §§ 1751-1760; Child Nutrition Act of 1966, P.L. 89-612, 80 STAT 885, as amended.

*Adopted: November 2002*

Revised: August 2018, August 2019, June 2020, August 2021, September 2022, August 2023

#### **POLICY 4-4.2 FOOD SANITATION PROGRAM**

The personnel and facilities used for food services in the Poquoson City Public Schools are subject to state laws regulating restaurants and other food establishments. The Health Department assumes the responsibility of inspecting the school facilities, food preparation, and issuing food handler's permits.

**LEGAL REFERENCE:** Code of Virginia, 1950, as amended, Title 35.1.

*Adopted: November 2002*