

Title: Nutrition Services Program - Regulation

#### PURPOSE

The purpose of the Nutrition Services program is to provide school lunches in accordance with the National School Lunch Program and in a manner that supports the District's strategic plan and mission. Participation in the National School Breakfast Program, the Fresh Fruit and Vegetable Program at eligible schools, the After School Snack Program and the Summer Lunch Program, Commodity Food Program, and the Community Eligibility Program where eligible, is also implemented by the Nutrition Services Program. Nutrition education opportunities are provided through grants and projects made available through the Iowa Department of Education, USDA and the Iowa Department of Public Health.

#### RESPONSIBILITIES

The Director of Nutrition Services will administer all Child Nutrition Programs under the direction of the Chief Financial Officer. The Director of Nutrition Services will establish and maintain a central record system, prepare menus and recipes, develop standards, initiate purchasing, recommend personnel for employment in Nutrition Services, recommend promotion or dismissal of employees in Nutrition Services and conduct in-service training programs. The Director will work collaboratively with the assigned Nutrition Services employees in a school and the school's Administrator to provide food service appropriate and beneficial for the students. The school Administrator will be responsible for maintaining proper student discipline.

Nutrition Services will submit all required documents necessary to operate Nutrition Service programs on behalf of the Council Bluffs Community School District to the Iowa Department of Education and/or USDA, including the Free or Reduced Price Meal Eligibility Program and/or Community Eligibility Program. Applications for Free or Reduced Price Meal Eligibility will be mailed to all registered students in the District around July 15 of each year for the upcoming school year. This process must be implemented each school year, and applications will also be available to new and current students at all schools during the school year. Completed applications will be analyzed for eligibility by Nutrition Services using USDA guidelines and families will be notified of their status. Meals will be provided according to the

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student's assigned status for the present school year.

It is the responsibility of Nutrition Services to serve nutritious and healthy meals that meet federal and state requirements, including the Iowa Healthy Kids Act and the Federal Healthy Hunger-Free Kids Act. In accordance with the National School Lunch Program and School Breakfast Program, offer-vs-serve will be implemented at all grade levels for lunch and breakfast. Offer-vs-serve allows a student to decline one food component at breakfast and two food components at lunch. All nutrition programs are operated on a non-profit basis. The Director will provide the Superintendent with financial information for meal prices that are then set by the Board of Education.

Cross References:

527, 527.1, 527.4, 527.5

Approved: Aug. 17, 1993

Reviewed: \_\_\_\_\_

Revised: March 23, 2004

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