

Descriptor Term: CHILD NUTRITION RECORDS

Descriptor Code: EEC

Rescinds:

Board Approved: 7/27/2009

Previously Approved: 6/2006

The Gulfport School District will comply with all Federal and State regulations regarding the keeping of accounts and records and the making of reports prescribed by United States Department of Agriculture and Mississippi Department of Education. Such accounts and records will be available at all times for inspection and audit by authorized officials and will be preserved for a period of not more than three (3) years.

The Child Nutrition staff shall make an annual management report to the Superintendent. This report, at a minimum, shall include the annual detailed per plate cost by categories, beginning and ending fund balances, revenues and expenditures, staff data such as number of employees, in service activities, safety record, meals served by school, mission statement of department, goals, objectives and how measured, statute of achievement (year ended), goals and objectives for upcoming year (how measured). All records are kept for seven (7) years.

Legal Reference: 7 CFR Part 210; 7 CFR Part 215; CFR Part 220