Food Service Code of Conduct

The following conduct will be expected of all persons who are engaged in the award and administration of contracts supported by the Child Nutrition Program (CNP) funds which include the National School Lunch and Breakfast Programs.

No employee, officer, or agent of the Bethany Public School District (District) shall participate in the selection, award, or administration of a contract supported by program funds if a conflict of interest, real or apparent, would be involved.

To ensure objective contractor performance and eliminate unfair competitive advantage, a person that develops or drafts specifications, requirements, statements of work, invitations, for bids, requests for proposals, contract terms and conditions of other documents for use by the CNP in conducting procurement shall be excluded from competing for such procurements. Such persons are ineligible for such procurements regardless of the procurement method used.

Conflicts of interest arise when a District employee:

1. has a financial or other interest in the firm selected for the award;
2. is an employee, officer, or agent of the firm selected for the award;
3. has a member of the immediate family who is an employee, officer, or agent of the firm selected for the award;
4. is about to be employed by the firm selected for the award; or
5. has a member of the immediate family who is about to be employed by the firm selected for the award.

District employees, officers or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subcontracts.

District employees, officers, and agents shall be governed by the following rules:

1. The purchase during the school day of any food or service from a contractor for individual use is prohibited.
2. The removal of any food, supplies, equipment, or school property, such as official records, recipe books, and the like is prohibited unless express permission of the Food Service staff has been granted.
3. The outside sale of such items as used oil, empty cans, and the like will be sold by contract between the District and the outside agency.
4. Individual sales by any school personnel to an outside agency or other school person are prohibited.

Failure of any District employee to abide by this Code of Conduct could result in a fine, suspension, or dismissal.

Legal Reference

Connecticut General Statutes § 10-215

Connecticut General Statutes § 10-215a

Connecticut General Statutes § 10-215b

Connecticut General Statutes § 10-216

State Board of Education Regulation 10-215b-1

State Board of Education Regulation 10-215b-11

State Board of Education Regulation 10-215b-12

Child Nutrition and WIC Reauthorization Act of 2004, 42. U.S.C. § 1751.

School Lunch and Breakfast Programs 42 U.S.C. § 1751 et seq.

National Food Service Programs, Title 7 Code of Federal Regulations, 7 CFR Part 210, Part 220, Part 215, Part 245.

42 U.S.C. § 1758(h)/7 CFR § 210.13, 220.7

Federal Register (74 Fed. Reg. 66213) amending federal regulations (7 CFR Part 210 and 220).

Public Law 111-296 Healthy, Hunger-Free Kids Act of 2010 (HHFKA), 42 U.S.C. 1751.

7 CFR Parts 210 and 220, Nutrition Standards in the National School Lunch and Breakfast Programs.

Title 7 Chapter 11 of the Code of Federal Regulation Federal Management Circular A-102, Attachment 0 FNS Instruction 796-1 Revision 2.

2 CFR 200.318 General Procurement Standards.

Policy adopted: May 11, 2016
Policy revised: March 13, 2019
Policy revised: April 8, 2020
Policy revised: December 8, 2021
Policy reviewed: March 11, 2026
Policy revised: May 13, 2026

Source: CABE/CSDE