Nutrition Department Goals 2025-2026 Review

Goal Worksheet			
School/Department: Nutrition			
Goals	**Strategies and Action Steps (Responsibility)**	**Timeline**	**Evidence of Effectiveness**
Depatment Goal #1: **Strengthen staffing stability and efficiency** Develop and implement staffing systems that ensure consistent coverage at every site, reduce emergency director coverage, and improve daily operational flow.	A. Conduct a districtwide staffing analysis to identify gaps and coverage needs by site. B. Partner with HR to enhance recruitment efforts, including targeted outreach and local partnerships. C. Establish a cross-training program to prepare staff for multiple roles as needed. D. Recognize and celebrate staff contributions through regular acknowledgment and team-building initiatives.	June 2026	A. Reduction in unfilled shifts and improved schedule coverage. COMPLETE/ONGOING: Staffing adjustments and hiring efforts helped address coverage gaps and support daily operations. B. Increased staff retention rate compared to the prior year. ONGOING: Personnel changes and more intentional hiring focused on building a stable, effective team. C. Positive results in an annual staff satisfaction survey. COMPLETE/ONGOING: Although no formal survey was conducted, staff conversations indicated satisfaction with the department and work environment. D. A report will be provided to the Superintendent about the results of these efforts. COMPLETE: Communicated department dynamics with the Superintendent.

Department Goal #2: **Improve and modernize kitchen equipment to meet the needs of students.** Ensure that 100% of kitchens are up to date with the equipment replacement plan to support quality meal service, increased scratch cooking, and operational efficiency.	A. Conduct a comprehensive equipment inventory and condition assessment across all schools. B. Prioritize and document replacement needs based on safety, efficiency, and frequency of use. C. Collaborate with facilities departments to develop a multi-year replacement plan. D. Implement preventive maintenance schedules to extend equipment lifespan.	June 2026	A. Completion of equipment inventory and replacement plan. COMPLETED/ONGOING: Revised the existing equipment inventory. Developed and implemented a preventative maintenance plan (RSU5 Nutrition - Equipment Inventory Maintenance & Replacement Plan) and replaced the current master equipment list with appropriate timelines for replacement. B. Reduction in equipment-related downtime and service disruptions. ONGOING: Minimal downtime reported from kitchens and fewer equipment failures C. Positive feedback from kitchen managers on equipment reliability. ONGOING: Decrease in disruptions reported. D. A report will be provided to the Superintendent about the results of these efforts. COMPLETE

Department Goal #3: **Strengthen compliance with USDA standards** Ensure all meal programs fully comply with updated USDA meal pattern requirements, procurement standards, and operational guidelines.	A. Train all food service managers and staff on new USDA regulations and compliance expectations. B. Review and update standard operating procedures (SOPs) to align with current USDA guidance. C. Implement routine internal compliance audits and track corrective actions. D. Maintain open communication with the State Agency to stay informed of updates and best practices.	June 2026	A. RSU 5 kitchens consistently meet the USDA compliance requirements annually. ONGOING: Menus are created monthly that meet all USDA requirements for added sugar, sodium, calorie restrictions, and meal pattern crediting. B. Positive outcomes on state reviews and administrative audits during SY27. ONGOING: We are currently in the middle of a state administrative/ procurement review. C. Increased staff confidence in understanding and applying USDA standards. ONGOING: During our summer training, we reviewed current rules and regulations and have continuous check-ins to ensure compliance. D. A report will be provided to the Superintendent about the results of these efforts. COMPLETE/ONGOING: Superintendent is updated on any changes to our federal regulations.

Nutrition Department Goals 2026-2027

Goal Worksheet				
School/Department: Nutrition				
Goals	**Strategies and Action Steps Responsibility**	**Timeline**	**Evidence of Effectiveness**	**Connection to the Strategic Plan**
1. Complete all requirements for the State Administrative and Procurement Review to pass with no significant findings by June of 2027.	A. Ensure administrative compliance a. Review state and federal requirements and the administrative review checklist. b. Audit meal counts, claims, menus, production records, and required documentation. c. Identify deficiencies and implement corrective actions. B. Ensure procurement compliance a. Review purchasing procedures, bids, quotes, contracts, invoices, and vendor documentation. b. Verify compliance with procurement requirements and Buy American provisions. c. Correct deficiencies and document all purchases in conjunction with procurement requirements	Sept. 2026 - March 2027	A. Completed administrative review checklist with identified deficiencies corrected before the state review. B. Completed review of procurement procedures with identified deficiencies corrected before the state review. C. Administrative and Procurement review complete with no significant findings.	5B: *Maintain fiscally responsible practices that support long-term sustainability and equitable opportunities for students.*

2. Establish or strengthen at least two partnerships with local farmers, food suppliers, or community organizations to increase access to locally sourced foods and provide student learning opportunities.	A. Develop local partnerships a. Identify local farmers, suppliers, and community organizations that can support school nutrition initiatives. b. Establish at least two new or expanded partnerships c. Explore opportunities for local food purchasing, product donations, farm visits, or educational programming. B. Increase student engagement a. Introduce at least two student-facing activities featuring local foods or community partners. b. Promote student awareness of local agriculture and the connection between food, farming, and nutrition. C. Promote community involvement a. Share partnership activities and accomplishments through district newsletters, school communications, or social media. b. Document outcomes and identify opportunities for continued collaboration.	June 2027	A. At least two new or expanded community partnerships documented by June 2027 B. Complete at least two student-facing activities or initiatives. C. Increased use or exposure to locally sourced products, where feasible. D. Communicate partnership activities and outcomes to families and the broader school community.	2A: *Develop and enhance systems and processes to ensure strong relationships and a sense of belonging for all students within the school and broader community.*