

## **700.1L FOOD SERVICE**

- A. Hot lunch will be served in the Commons area. The Board will set the price annually.
- B. A breakfast program may be provided; subject to local interest and current State requirements.
- C. School employees and other adults may eat meals at the school and shall be charged a price set by the State and School Board.
- D. Staff will accompany and supervise their students while eating their noon lunch at school.
- E. The high school and elementary principals will be responsible for their pupils during the lunch period, but may delegate areas of responsibility to other staff members, if necessary to insure adequate supervision.
- F. The purpose of the school lunch is not just to furnish something to eat. It should acquaint pupils with a variety of foods. It should furnish a balanced diet with emphasis on adequate amounts of Vitamin A and Vitamin C. It should also be used to educate students in healthful living and good manners.
- G. In the elementary school, special milk will be served to students requesting it, at a cost to be determined by the District. Milk for special occasions may be ordered through the Food Service Supervisor at least one week prior to its need.

### ***MEAL CHARGE POLICY***

#### ***PURPOSE***

*The purpose of this policy is to establish consistent meal account procedures for New York Mills Public School.*

#### **II. GENERAL STATEMENT OF POLICY**

- A. New York Mills Public School recognizes the parent/guardian's responsibility to provide breakfast and lunch for their children. Proper nutritional intake is essential for adequate learning to occur.***
- B. It is the policy of New York Mills Public School to offer breakfast/lunch. The Food Service Department strives to produce quality meals at a reasonable cost.***
- C. Students may purchase meals when funds have been deposited into their family account or by cash payment.***
- D. Households may apply for free/reduced meals anytime during the school year. Applications are mailed to all households in the school district prior to the school year and are included in enrollment packets. In addition, applications are available at the District Office.***

### **III. PROCEDURES FOR NOTIFYING FAMILY OF ACCOUNT STATUS**

- A. The parent/guardian will be notified when the family account is at \$15 or less.**
- B. The method for notifying the parent/guardian will be; sending a notice home with the youngest child in each family. A voice recorded message using an Instant Alert Communication System will be sent to each home phone number provided by the parent/guardian.**
- C. If the family account is negative, a personal phone call will be made by the district office and a written notice will be mailed to encourage a deposit of money into the family account.**
- D. If the family account is still negative at the end of the school year, the account will be turned over to begin collection procedures unless the account is paid in full by June 30<sup>th</sup>.**
- E. Although the New York Mills school is not obligated to provide meals for children whose family account is negative, we want to be flexible in this area and are willing to work out arrangements for a payment plan so the children can continue to get a quality meal at the school.**

**Minnesota Department of Education – Food and Nutrition Service 10/05**

**In the operation of child nutrition programs, no child will be discriminated against because of race, sex, color, national origin, age or handicap. If you believe you have been discriminated against, write immediately to the secretary of agriculture, Washington, D.C. 20250**