

## FOOD SERVICE MANAGEMENT

*Category: R*

*See Also: Policy JLCF*

All food service personnel will be directly responsible to the Food Service Manager and ultimately responsible to the Business Administrator, Superintendent, or designee.

The Food Service Manager is responsible for the planning and preparation of food served in the food service program, ensuring full compliance with the State of New Hampshire's education rules and regulations. All food will comply with the nutrition standards as set forth by the school wellness program.

The Food Service Manager will order supplies, keep accurate records of financial transactions connected with the food service program, and prepare all records and reports as required.

The Food Service Manager will be certified by a NH Department of Education approved program.

All food service employees shall, within their first year of employment, obtain a certificate of completion for an approved sanitation course.

The Food Service Manager will make recommendations to the building principal, the Superintendent, or designee concerning personnel and operational matters related to the food service program.

The District will seek to ensure that all students have access to school-provided meals. The Superintendent or designee will develop meal-payment procedures for school-provided meals. No student will be subject to different treatment from the standard school lunch meal or school.

### **Legal References:**

*RSA 189:11-a, Food and Nutrition Programs*

*NH Code of Administrative Rules, Section Ed. 306.11, Food and Nutrition Services*

*Section 204 of Public Law 108-265, Child Nutrition and WIC Reauthorization Act of 2004*

SAU #7 School Board: Recommended for Adoption – May 22, 2018

Colebrook School Board: Adopted – June 19, 2018

Pittsburg School Board: Adopted – June 11, 2018

Stewartstown School Board: Adopted – June 28, 2018