

## **Business and Non-Instructional Operations**

### **Food Service**

#### **School Lunch Service**

School lunch service shall be provided in all schools. This service shall be under the supervision of the Food Service Director who shall be responsible to the Chief Operating Officer. The Food Service Director shall be hired under specific job specifications and approved by the Board of Education.

#### **Aims**

Policies governing the operation of the school lunch program shall be:

1. To provide cafeteria facilities in all new schools and in other schools wherever practicable.
2. To provide nutritionally balanced and attractive lunches available to all students with sufficient time allowed for eating.
3. To provide lunches free or at reduced rates to children whose economic or health needs require such action, with the approval of the Superintendent of Schools on recommendation of the Principal and school nurse.

#### **Facilities**

Cafeteria facilities, wherever possible, shall include the following:

1. Clean, attractive, well-ventilated dining rooms.
2. A carefully planned, well-equipped kitchen adjacent to each dining area;
3. Adequate storage space so that food and supplies may be purchased in sufficient quantity to take advantage of favorable market conditions.
4. Maintenance, inspection and repair of equipment so that maximum use is obtained and danger of accidents to personnel is minimized.

## **Maintenance of Sanitary Conditions**

Sanitary conditions in all phases of the preparation and serving of food shall be rigidly maintained at all times.

The Food Service Director shall be responsible for the education of all food handlers as to personal hygiene and techniques of sanitation.

All cafeteria workers shall be required to have a physical examination at the time of employment and periodically as requested.

## **Financing**

The school lunch program shall be financed as follows:

1. Prices of school lunches shall be determined by the Board of Education in accordance with all prevailing costs of food, supplies, supervision costs, and wages of hourly workers.
2. Costs of food, supplies, salaries and wages of all employees, and other expenses directly incurred in the school lunch program shall be paid out of a separate fund, which shall be maintained under the control of the Chief Operating Officer or his/her designee and into which all receipts from sales and federal cash grants shall be paid. This fund shall be subject to annual audit by the district auditor.
3. Office facilities, equipment, heat, light and power shall be paid out of funds appropriated by the Board of Education.

Policy adopted: November 23, 2009

STRATFORD PUBLIC SCHOOLS  
Stratford, Connecticut