

## **Board Policy 3551(a)**

### **Business and Noninstructional Operations**

#### **FOOD SERVICE OPERATIONS/CAFETERIA FUND**

The Governing Board intends that, insofar as possible, the school food services program shall be self-supporting. The Superintendent or Superintendent's Designees shall present program financial reports regularly for inspection by the Board.

All proceeds from food sales and other services offered by the cafeteria shall be deposited in the cafeteria fund as provided by law.

The cafeteria fund shall be used only for Board authorized expenditures necessary for the operation of school cafeterias. These expenditures may include but are not limited to expenditures for lease, purchase or installation of additional cafeteria equipment of the central food processing plant; vending machines and their installation and housing; computer equipment and related software; construction, alteration, or improvement of a central food processing plant; and the lease or purchase of vehicles used primarily in connection with the central food processing plant. (Education Code 39902)

The wages, salaries and benefits of food service employees shall be paid from cafeteria fund. (Education Code 39902)

Meals may be sold to students, district employees and as a matter of convenience. Insofar as these meals may include federally donated food commodities, their price shall be set higher than that of student meals so as to reimburse the food service program for the total cost of providing adult meals.

In addition, meals may be sold to other individuals and organizations who are on campus during meal times for a legitimate purpose, such as classroom volunteers, parents/guardians, or student siblings.

The Superintendent or designee shall recommend meal prices for students and nonstudents for approval by the Board. Students who are enrolled in the free or reduced-price meal programs shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation.

## Board Policy 3551(b)

### Business and Non-Instructional Operations

Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U.S. Department of Agriculture commodities.

To increase cost effectiveness, the Superintendent or Superintendent Designee shall centralize and direct the purchasing of food and supplies, the planning of menus, and the auditing of all food service accounts for the district.

*(cf. 3550 – Food Service/Child Nutrition Program)*

*(cf. 3553 – Free and Reduced-Priced Meals)*

With board approval, the district may enter into a contract with a private company that enables a school to operate a franchise offering fast food items for sale to students. The franchise agreement and food purchases shall be subject to the competitive bidding requirements of the National School Lunch and School Breakfast Programs.

#### *Legal Reference:*

##### EDUCATION CODE

*39890-39894 Cafeterias, funds and accounts*

*3990-39902 Cafeteria, allocation of changes*

*42646 Alternate payroll procedures*

*45103.5 Contracts for management consulting services*

*49490-49493 School breakfast and lunch programs*

*49500-49505 School meals*

*85260 Alternate payroll procedures*

#### *Management Resources:*

##### CDE MANAGEMENT ADVISORIES

*600.94 Implementation of Education Code 45103.5, 94-111*

##### CDE MANAGEMENT ADVISORIES

*0700.95 Final Rule for the National School Lunch Program and School Breakfast Programs, 95-115*

Adopted: February 13, 1992  
Revised: 12/11/97; 12/17/08

**WEST SONOMA COUNTY UHSD**  
Sebastopol, California