

**ALMOND-BANCROFT SCHOOL DISTRICT**  
**Board Policy Manual**

760

**FOOD SERVICES MANAGEMENT**

Students in the District shall have an opportunity to participate in school lunch, breakfast and milk programs. The District Administrator or designee shall administer the programs in accordance with established guidelines.

The School Board shall establish school food services prices annually and shall publicize them in the District newsletter. In accordance with federal guidelines, the District shall offer free and reduced price food services to students who qualify. Parents/guardians who claim that the financial condition of their families are such that they cannot afford to pay for the cost of their children's meals shall be invited to make application for free or reduced meals in accordance with federal regulations. The staff should be alert to the nutrition habits of students and report any concerns of inadequate nutrition habits to the building principal for his/her review.

The District uses an automated school lunch accounting system to record food service payments and to monitor food purchase transactions. The system functions as a debit system and maintains both family and individual student food purchase transactions. Parents/guardians are expected to maintain their food services account in a positive status balance. The District Administrator or designee shall be expected to protect the taxpayers of the District by making every effort to collect all food service related charges due the District. The District shall have guidelines in place that notify parents/guardians of the status of their food service account, and identify criteria for the use of small claims court and write-off of debts.

The District shall not discriminate in school-sponsored food service programs on the basis of sex, age, race, national origin, color, religion, ancestry, creed, pregnancy, marital or parental status, sexual orientation, homelessness status or physical, mental, emotional or learning disability. Discrimination complaints may be filed in accordance with established complaint procedures.

LEGAL REF.: Sections 115.34-115.347    Wisconsin Statutes  
                  118.13  
                  118.17  
                  120.10(16)  
                  120.13(10)

PI 9.03(1), Wisconsin Administrative Code  
National School Lunch Act (42 USC 1751 et.seq)  
Child Nutrition Act of 1966 (42 USC 1771 et. seq.)  
Child Nutrition and WIC Reauthorization Act of 2004

CROSS REF.: 760-Rule, Procedures for Food Service Program Money Collection and Access  
411-Rule, Student Discrimination Complaint Procedures  
458, School Wellness  
762, Vending Machines (Beverage Dispensing)

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