

Sparta Area School District

Article 710 – School Nutrition Services

The Director of Business Services is responsible for the management of the school nutrition services program, including the purchase of food and materials. The Director of Business Services may delegate specific duties in relation to the school nutrition services program to the Supervisor of Food Nutrition Services.

The district will participate in the National School Lunch Program and the School Breakfast Program. Nutrition Services staff, who are properly qualified according to current professional standards, will administer child nutrition programs. The District shall provide appropriate training in the area of nutrition, food preparation and safety to Nutrition Services staff.

The board will annually review the nutrition services program and set regular and reduced prices for breakfast, lunch, and milk.

As required for participation in the National School Lunch Program, the district agrees to the following:

1. That a school lunch meeting federal regulations be made available to all students.
2. That free and reduced price meals be offered to eligible students who apply and who meet the federal income guidelines.
3. The school lunch program will be operated on a non-profit basis.

At the beginning of each school year, all families will receive an application for free or reduced price meals. Parents will be informed of the importance of returning completed applications for free and reduced meal eligibility and for its impact on district grant award eligibility. Applications are to be returned to the child's classroom teacher or school office. Once the application is processed, families will be notified of their status. Students who were eligible to receive free or reduced price meals at the conclusion of the previous year will continue on free or reduced meals until thirty (30) school days to allow families adequate time to fill out the new application. Children who qualify as homeless under district policy and foster children may receive free or reduced price meals regardless of family income.

The district is committed to providing nutritious meals that demonstrate healthy menu planning practices and principles outlined by the USDA as a component of the Healthy Hunger-Free Kids Act of 2010. The District will provide nutrition information to parents upon request

A student with a disability will be provided substitutions in foods when that need is supported by a statement signed by a licensed physician. There will be no additional charge for the substitute. Students with non-life threatening food allergies or intolerances do not have a disability and the district may, but is not required to, make substitution in those cases.

Parents and Guardians are responsible to keep positive account balances for their children. Staff members are responsible to keep positive account balances for personal accounts. Parents, guardians, and other caregivers must plan for their children to have adequate access to food and nutrition. Where a District employee suspects that a responsible adult's actions or inactions may constitute a failure, refusal, or inability to provide necessary care or food for the child that endangers the child's physical health or the child's ability to attend school, the employee may conclude that he/she is required to file a report with or make a referral to an appropriate social services agency.

The identity of students who are eligible to receive free and reduced price meals will be protected in the following manner:

1. The students will not have their names published, posted or announced in any way.
2. There shall be no overt identification of these students through the use of special or identifiable tokens or tickets.
3. These students shall not be required to work for their meals.
4. These students shall not be required to use separate serving or dining areas or consume their meals at a different time.
5. These students shall have the same menu options as those students who pay full price.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Legal Reference: Wisconsin Statute 115.34
Child Nutrition Program Reauthorization (P.L. 108-265)
McKinney-Vento Homeless Assistance Act (Title X, Part C or
the No Child Left Behind Act)
Healthy Hunger-Free Kids Act of 2010

Cross Reference: Article 700 – District Wellness Policy
Article 531 – Homeless Education Program
Article 711 – Meal Charge Policy

Approved:

Revised: July 29, 2008
February 28, 2012
June 27, 2017