

## Food Services Policy

### 1. Purpose:

1.1. School food services employees perform a very important service. They should maintain a wholesome, cooperative attitude toward pupils, teachers, parents and administrators. They should keep in mind that they have a very important part to play in school public relations.

1.2. The objective and policy is to make lunches available to all children in the same manner as all other services are provided to children.

1.3. Vista School participates in the National School Breakfast (NSB) and the National School Lunch Program (NSLP). We recognize that nutrition is essential to a student's mental, physical, and academic growth. Pricing policies for school meals are determined at the local level, and it is the parent's responsibility to ensure that their child has money in his/her account if they are not on the free meal program.

### 2. Policy:

2.1. All food services conducted under the jurisdiction of Vista School will meet the established minimum nutritional requirements for varying types of meals, which meals will be offered to all children. The established price will be:

2.1.1. Vista School's breakfast pricing is \$1.75 for full paid students and \$0.30 for students with reduced pricing. Lunch pricing is \$2.60 for full paid students and \$0.40 for students with reduced pricing. If a second meal is requested (including those on free and reduced meal program) their account will be charged the full amount of \$2.00 for breakfast and \$4.00 for lunch\*. Ala carte items such as juice (only at breakfast), water, and milk are \$0.50.

2.1.2. Meals can be paid by cash, check, or credit card at the front office. The payment slip needs to have first and last name of student, how much they paid, and how it is being paid. Online payments can be made by going to the school's website, [www.vistautah.com](http://www.vistautah.com). Click on "make a payment," then "lunch payment." Parents will need their child's four digit school ID number.

2.1.3. Vista School understands that student accounts may periodically be delinquent, meaning the account has a negative balance. Vista School handles delinquent accounts by

1. Each student account balance will be reviewed on a weekly basis.
2. Parents will be notified by email sent by Food Services Department every week for a negative account of -\$5.00 or more.
3. Students in the negative will NOT be able to purchase ala carte items.
4. Phone calls will be made by the school when an account reaches -\$12.50.
5. The Principal will be notified after -\$25.00 delinquency to make arrangements with parents to make payments.
6. If no response, accounts will be sent to collections at the cost of the parent or customer.

2.2. Meals will be served at reduced cost or without cost to children who are determined by local authorities to be unable to pay full cost.

2.2.1. The application process for free and reduced priced meals can be expedited for students experiencing homelessness. Schools that have determined a student is homeless and is eligible for subsidized meals may make this determination without completing the full application process.

2.3. No physical segregation of or other discrimination against any child shall be made because of his inability to pay.

### 3. Procedure:

#### 3.1. The Rules and Regulations Governing School Lunch Program

3.1.1. The responsibility for directing the school lunch program at Vista School rests with the Food Services Director and Executive Director.

3.1.2. Food service workers are required to have a current Food Service Personnel Permit issued by the Utah Health Department.

3.1.3. It shall be the duty of the school lunch personnel to do all cleaning necessary to the operation of the kitchen. They shall wipe up all spillage which occurs in the dining room and shall keep tables and benches in a clean condition.

3.1.4. School personnel are strictly prohibited from taking from the school, any food, leftovers, or garbage.

3.1.5. Any adult school personnel or any visitor at the school whose interest is in the school program, may eat lunch and pay the regular adult charge of \$3.50.

\*Refunds will be issued to parents upon request and the sum exceeds \$5.00. Refunds will not be issued if other fees are due. Money will go towards other fees owed. No refunds will be given if the total amount is less than \$5.00.

**School Board Approved: 8/25/2022**