

Culver School District 4J

Code: EFE
Adopted: 04/18/06

Financial Management of the Nonprofit School Nutrition Service

1. The district will maintain a nonprofit school nutrition and food service operation.
2. Revenues earned by the school nutrition services will be used only for the operation or improvement of the National School Lunch Program (NSLP) and School Breakfast Program (SBP).
3. Lunch and breakfast meals served to teachers, administrators, custodians and other adults not directly involved with the operation of the district's nutrition and food services will be priced to cover all direct and indirect cost of preparing and serving the meal.
4. District nutrition services revenues will not be used to purchase land or buildings.
5. The district will maintain effective control and accountability for, and adequately safeguard all nutrition and food services' cash, real and personal property, equipment and other assets, and assure they are used solely for nutrition and food services purposes.
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7. The district will meet the requirements for allowable NSLP and SBP costs as described in Office of Management and Budget (OMB) circular A-8.
8. In purchasing nutrition service goods or services, the district will not accept proposals or bids from any party that has developed or drafted specification, requirements, statements of work, invitations for bids, requests for proposals, contract terms and conditions or other documents for proposals used to conduct the procurement.
9. All procurement transactions for nutrition service goods and services will be conducted according to state, federal and district procurement standards using the applicable cost thresholds.
10. In the operation of its nutrition and food services program, the district will purchase food products that are produced in the United States, whenever possible.
11. All currently approved and denied confidential applications for free and reduced price meals and all current direct certification documents will be maintained for three years after the current school year. Records will be maintained longer in the event of unresolved audit(s) until the audit(s) has been completed.

12. All currently approve and denied confidential applications for free and reduced price meals and all current direct certification documents will be readily retrievable by school or site and made available to state or federal reviewers upon request.
13. The district will maintain financial records that account for all revenues and expenditures of the nonprofit school nutrition and food services for a period of three years after the school year to which they pertain.

END OF POLICY

Legal Reference(s):

[ORS 332-107](#)