

751 REIMBURSABLE MEALS

I. PURPOSE

To assure that students, parents and staff are informed of the Offer versus Serve provision and that it is implemented correctly.

II. GENERAL STATEMENT OF POLICY

- A. It is the responsibility of the building principals, teachers, office staff and food service to assure that students are encouraged to make healthy food choices and that established procedures are followed.
- B. MACCRAY Public School extends Offer versus Serve to all grade levels. Students must receive 3 out of 5 menu items for lunch and 3 out of 4 for breakfast.
- C. The Head Cook assures that annual training about Offer versus Serve is provided to students, parents and staff.
- D. The Head Cook is responsible for assuring that responsible staff are trained to identify reimbursable meals and the appropriate action to take if a student does not select a reimbursable meal.

III. SERVING REIMBURSABLE MEALS

- A. The Head Cook is responsible for posting the menu on the board each day.
- B. The food service staff, building principals, teachers and office staff encourages students to make healthy food choices and to select at least 3 of the 5 reimbursable items for lunch and 3 of the 4 for breakfast.
- C. The computer operator and server identifies the student, determines if the student has selected a reimbursable meal. The computer operator makes sure the student has entered their correct pin number.
- D. If the student has not selected a reimbursable meal the computer operator and the server asks the student to return to the serving line and select additional food items.
- E. If the student refuses to select a reimbursable meal, he/she is charged for the food items and the meal is not claimed for reimbursement.