

Category R
See also JLCF

All food service personnel will be directly responsible to the Food Service Director and ultimately responsible to the Business Administrator, Superintendent, or designee.

The Food Service Director is responsible for the planning and preparation of food served in the food service program, ensuring full compliance with the State of New Hampshire's education rules and regulations. All food will comply with the nutrition standards as set forth by state procedures and federal guidelines issued by the USDA.

The Food Service Director will order supplies, keep accurate records of financial transactions connected with the food service program, and prepare all records and reports as required.

The Food Service Director will be certified by a NH Department of Education approved program.

All food service Site-Coordinators, leads and other employees the Food Service Director deems necessary shall, within their first year of employment, obtain a certificate of completion for an approved sanitation course.

The Food Service Director will make recommendations to the Business Administrator, the Superintendent, or designee concerning personnel and operational matters related to the food service program.

Legal References:

RSA 189:11-a, Food and Nutrition Programs

NH Code of Administrative Rules, Section Ed. 306.11, Food and Nutrition Services

Section 204 of Public Law 108-265, Child Nutrition and WIC Reauthorization Act of 2004

Approved KBE: 6/8/10