

# Culver School District 4J

Code: EF  
Adopted: 04/18/06

## Management of Food Services

It is the responsibility of the District Nutrition Services Department to ensure all food served from district facilities is safe to the consumer. The district is ultimately liable for the quality of food served. Board policy states only foods prepared in an inspected kitchen shall be available in the schools. Products for after-school and classroom functions must be prepared commercially or by a licensed kitchen and brought to school in a sealed container. All after-school functions must be carefully supervised to reduce the risk of disease.

The Board does not support the sale of non-nutritious food during meal periods. The Board supports compliance with state, federal, and local regulations and guidelines, including the National School Lunch Program, Oregon Department of Education, and the Department of Health. Board policy is in place for the use of the kitchen that outlines facility use and supervisory fees.

Local sanitation regulations are governed by the Jefferson County Sanitation Department. All meal service sites are inspected annually at the expense of the district. A current Jefferson County Food Handlers Card is required of all staff who work in the preparation and service of any food items served by the district.

In order to reduce the risk of transmission of communicable diseases such as Hepatitis A and Salmonella, the district restricts the usage of food products prepared in unsupervised environments. This position is based on the recommendation of Jefferson County Health officials. The guidelines will apply to all school or school-sponsored activities, after-school functions and sport or club banquets.

With a goal to offer protection of our student populations the following guidelines are to be used for our district:

- Home-prepared foods brought into district locations may be used **only** for the following purposes:
  - a) individual student school lunches;
  - b) individual staff lunches; and
  - c) consumption of home-prepared food by **staff members** on a voluntary basis.
- Prepackaged food items made by a licensed commercial facility may be distributed in district locations provided:
  - a) a supervised hand washing precedes distribution; and
  - b) handling is minimized using such items as tongs and gloves to prevent contamination and guarantee individual servings. (Sample foods and sources are pre-packaged bakery items, individual ice cream, and individually wrapped candies, take-out pizza.)

School kitchen facilities may be used to assemble food products purchased from commercially licensed distributors. If any kitchen equipment or utensils are to be used a cafeteria staff member must be present. There is a charge for cafeteria staff labor and the use of the facility. Please see current building use policies for fees and rules.

END OF POLICY

---

### Legal Reference(s):

[OAR 581-022-1530](#)  
[OAR 581-051-0100](#)

[OAR 581-051-0305](#)  
[OAR 581-051-0310](#)

[OAR 581-051-0400](#)

**Cross Reference(s):** EH – Data Management