

CHAPTER 7.00 – BUSINESS SERVICES

SCHOOL FOOD SERVICE FUNDS

7.06

- 1) School Food Service Funds shall be considered part of the District School Fund and shall be subject to all requirements applicable to the District School Fund such as budgeting, accounting, reporting, and purchasing
- 2) Daily deposits of School Food Service Funds shall be made by authorized personnel in a bank(s) designated by the School Board.
- 3) Revenue from the sale of all items handled by the Food Service Department shall be considered school food service income. Such funds shall not be expended as cash.
- 4) All payments from School Food Service Funds shall be made by check or wire transfer.
- 5) School Food Service Funds shall be used only to pay regular operating costs.
- 6) Any loss of records, cash, or supplies through theft or otherwise shall be reported immediately to the Superintendent. Such losses shall be itemized and a copy of the report submitted with the regular reports.
- 7) Funds shall be collected and expended in compliance with United States Department of Agriculture and State Board of Education Rules.
- 8) The School Board shall annually adopt prices charged to students and adults who participate in the food services program.
- 9) The Superintendent shall develop written procedures for conducting the District's food service program.
- 10) The Food Service Department may establish and secure a petty cash fund of up to three hundred dollars (\$300.00) for school cafeterias by submitting a written request to the Finance Department. These petty cash funds shall be accounted for separately from all other funds maintained at the schools.

STATUTORY AUTHORITY: 1001.41; 1001.42, F.S.

LAWS IMPLEMENTED: 1001.43; 1006.6; 1010.05; 1010.20, F.S.

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STATE BOARD OF EDUCATION RULES: 6A-1.012; 6A-1.087

**HISTORY: ADOPTED: 08/18/1998
REVISION DATE(S): 08/08/2006**

