

# School Meal Service Plan

## Elementary

### Breakfast

- Teachers will pre-order breakfast the day before using the class meal option “Lunch Count” in Infinite Campus and share order request with the cafeteria by 11 am.
- Cafeteria staff will pack meals in a grab and go manner putting all components in one bag when possible. When not possible to combine hot and cold items a student may receive two bags per meal.
- Cafeteria personnel will have breakfast ready to be picked up by 7:10 am. School administrators will provide a schedule for breakfast pick-up in an effort to allow for social distancing for individuals picking up meals and not create a backlog and have individuals waiting in line.
- When picking up breakfast, school personnel will count out chilled beverages based on student selection for each classroom and package for transport.
- School staff will serve meal to students in the classroom setting and record which students participate.
- Teachers will need to sign and return the class sheet indicating breakfast meals served to students to the cafeteria staff by 9 am.
- Suggestion was made to use laundry baskets to transport break meals from cafeteria to classrooms and use time as temperature control as the hazardous analysis for critical control points. Please see director’s notation. Coolers/laundry baskets must be washed and sanitized before each meal service (suggestion was made to have bus drivers clean and sanitize breakfast laundry baskets at the end of each meal period)
- Concern for trash accumulation in the classroom was voiced - suggestion was made to provide classrooms with trash bags and have students place their trash in bags, tie bag top, and place in hallway for custodial pick-up. Liquid milk can be discarded in the sink in the classroom before the carton is placed in the trash bag, if there is no sink a designated bucket to collect contents can be placed in the classroom. Coolers/laundry baskets and any leftover meals should be returned to the cafeteria.
- Peanut allergies will be addressed on a student by student basis.
- Encourage online meal payments

### Lunch

- Teachers will take the lunch count the morning of and share with the cafeteria before 8:30 am.
- The menu has been adjusted to reflect grab and go options that are typically portable and easy to eat on the go. Two options will be offered, a conventional grab and go menu item and a PB&J meal pack.

- Cafeteria personnel will have lunch ready to be picked up based on the school lunch schedule. When picking up lunch, school personnel will select the appropriate milk type for each student and package for transport.
- Cafeteria staff will pack meals in a grab and go manner putting all components in one bag when possible. When not possible to combine hot and cold items a student may receive two bags per meal.
- School staff will serve meal to students in the classroom setting and record which students participate. Teachers will sign class lunch count sheets and return to the cafeteria as soon as the class is served.
- When finished eating, students clear meal trash and wipe down desks. Meal trash will be placed in the hallway to be collected by custodial staff. Liquid milk can be discarded in the sink in the classroom before the carton is placed in the trash bag, if there is no sink a designated bucket to collect contents can be placed in the classroom. Coolers/laundry baskets and any leftover meals should be returned to the cafeteria. Transportation units will need to be washed and sanitized.
- Peanut allergies will be addressed on a student by student basis.
- Encourage online meal payments

### **Middle and High School**

- Grab and go cart stations will be used in the hallways and high traffic areas for breakfast. If needed, the cafeteria could serve as a grab and go location.
- Students will report to the cafeteria for lunch to select one of three grab and go menu offerings. Three options will be offered, a conventional grab and go menu item, a pre-packaged salad and a PB&J meal pack.
- Social distancing will be exercised to the highest extent possible. Additional hand sanitizing stations will be available.
- Supplemental selections will be at a minimum and served by cafeteria staff.
- Contactless options will be used for point of sale.
- Encourage online meal payments

### **Students Who Elect Digital Learning**

- Students/parents will be allowed to pick up multiple day meal packages from their assigned school.
- Students will be charged for each meal based on meal status.
- Online meal payments will be encouraged