

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** December 19, 2006

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. Joe A. Hairston, Superintendent

**SUBJECT:** **PROPOSED DELETION OF BOARD OF EDUCATION POLICY 3320**

**ORIGINATOR:** J. Robert Haines, Esq., Deputy Superintendent

**RESOURCE PERSON(S):** Don Dent, Executive Director, Planning and Support Operations  
Karen Levenstein, Director, Office of Food and Nutrition Services

**RECOMMENDATION**

It is recommended that Board of Education Policy 3320 be deleted since the new language in Policy 3310 renders Policy 3320 unnecessary. This is the third reading of Policy 3320.

Attachment I – Policy Analysis  
Attachment II – Policy 3320

**BOARD OF EDUCATION OF BALTIMORE COUNTY**  
**Policy Analysis for Proposed Revision to Policy 3310 and 3330 and Deletion of Policy 3320**  
**NON-INSTRUCTIONAL SERVICES: Food Services**

Statement of Issues Addressed by the Proposed Policy Revision

Policy 3310 has been updated to more accurately reflect the mission and purpose of the Food Service Program. The new language renders Policy 3320 unnecessary and it is recommended for deletion. Policy 3330 has been updated to reflect current operational standards and controls.

Cost Analysis

There are no new costs associated with the proposed revisions.

Relationship to Other Board of Education Policies

All Board of Education policies that address the Food and Nutrition Services program are being submitted for review together.

Policy 3330 is set in accordance with Policy 3131 – External Audit.

Legal Requirement

There is no legal requirement to establish a food service program. The legal requirements referenced in the policies reflect sanitation and health standards.

Similar Policies Adopted by Other School Systems

Every LEA in Maryland participates in the USDA National School Lunch Program and each Superintendent signs the MSDE School Nutrition Program Agreement annually. Individual operational policies and standards in each LEA may differ.

Draft of Proposed Policy

Attached

Other Alternatives Considered by Staff

The revised documents bring our mission, practices and procedures into alignment.

NON-INSTRUCTIONAL SERVICES: Food Services

Responsibilities and Duties

The Department of Food Services is responsible for administering the food service program in accordance with the objectives, policies and procedures established by the Board of Education and the Superintendent of Schools. This department shall operate through the normal staff organization as established by the Board and the Superintendent.

The Department of Food Services is responsible for maintaining uniform food service procedures systemwide. In the event adaptations or deviations are to be made in individual schools they shall be approved by the Department of Food Services.

The Department of Food Services is responsible for the final selection, training, placement, and administration of school food service managers and school food service personnel.

Policy  
Adopted: 9/18/68  
Revised: 6/19/80]

Board of Education of Baltimore County