

ST. JOSEPH ACADEMY
(SJA)

Department:	Food and Nutrition
Number:	600.7
Effective Date:	September 3, 2008
Review Date:	February 10, 2021
Revised Date:	February 3, 2020
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- I. Policy: This policy is to outline the specifics on how the menus are created and posted in SJA.
- II. Procedure: This will be followed to allow all students and parents the opportunity to view menus before they go into effect.
 - A. SJA participates in Child and Adult Care Food (CACFP) and National School Nutritional Programs (NSLP).
 - B. All menus meets all nutritional content mandated by CACFP and NSLP Programs.
 - C. Menus are created by the Food Service Manager.
 - D. The menus and products sheets are based on a 4 week cycle. Adjustments are made for holiday, seasons, and special events. Menus are created to meet the diverse cultures of children and students attending the program.
 - E. All changes to menus and production sheets are kept for 3 years plus the current year.
 - F. Menus shall be made available for parents, staff, and food service staff 1 week before the menu goes into effect.
 - G. Current menus shall be posted on the Parent boards, web site, and in the school foyer.
 - H. All documents must be kept on file with all changes for 3 years plus the current year.

Approved by:


President/CEO

Date

