

Food Service – Code of Conduct

In all applicable cases, food, food products, supplies and equipment purchased with school food service funds shall be procured in accordance with the process and procedures established in District policies and in a manner that provides full and open competition consistent with the standards in applicable federal regulations.

The following conduct will be expected of all persons who are engaged in the award and administration of contracts supported by School Food Service Funds:

1. No District employee shall participate in the selection or in the award or administration of a contract supported by program funds if a conflict of interest, real or apparent, would be involved. Conflicts of interest arise when one of the following has a financial or other interest in the firm selected for the award:
 - a. district employee, officer or agent;
 - b. any member of his/her immediate family, (spouse, brother, sister, parent, son or daughter);
 - c. his/her partner;
 - d. an organization that employs or is about to employ one of the above.
2. District employees, officers or agents shall neither solicit nor accept gratuities, favors, or anything of a monetary value from contractors, potential contractors, or parties to sub-agreements. In determining whether an item is an impermissible gratuity or of monetary value, the definition of "gratuity" shall be anything of more than fifty dollars (\$50) in value.
3. The purchase during the school day of any food or service from a contractor for individual use is prohibited.
4. The removal of any food, supplies, equipment, or school property, such as records, recipe books and the like is prohibited.
5. The outside sale of such items as used oil, empty cans and the like will be sold by contract between the District and the outside agency. Individual sales by any school personnel to an outside agency are prohibited.

Failure of any District employee to abide by the above stated code may result in disciplinary action, including, but not limited to, a fine, suspension, or dismissal.

Legal Reference	Connecticut General Statutes § 10-215
	Connecticut General Statutes § 10-215a
	Connecticut General Statutes § 10-215b
	Connecticut General Statutes § 10-216
	State Board of Education Regulation 10-215b-1
	State Board of Education Regulation 10-215b-11

State Board of Education Regulation 10-215b-12

Child Nutrition and WIC Reauthorization Act of 2004, 42 U.S.C. § 1751.
School Lunch and Breakfast Programs 42 U.S.C. § 1751 et seq.

National Food Service Programs, Title 7 Code of Federal Regulations, 7 CFR Part 210, Part 220, Part 215, Part 245.

42 U.S.C. § 1758(h)/7 CFR § 210.13, 220.7

Federal Register (74 Fed. Reg. 66213) amending federal regulations (7 CFR Part 210 and 220).

P.L. 111-296 Healthy, Hunger-Free Kids Act of 2010 (HHFKA), 42 U.S.C. 1751.

7 CFR Parts 210 and 220, Nutrition Standards in the National School Lunch and Breakfast Programs.

Title 7 Chapter 11 of the Code of Federal Regulation Federal Management Circular A-102, Attachment 0 FNS Instruction 796-1 Revision 2.

2 CFR 200.318 General Procurement Standards.

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