

160-5-6-.01 STATEWIDE SCHOOL NUTRITION PROGRAM.

(1) **DEFINITIONS.**

(a) **Certified Food Safety Manager** – a school nutrition employee who holds a state approved food safety certificate as defined in the Georgia Rules and Regulations for Food Service: Chapter 290-5-14.03 (3)(b).

(b) **Classified school nutrition manager** – an individual who meets one of the following conditions:

1. **Manager trainee** – holds a high-school diploma or GED or was employed as manager prior to September 1, 1988; employment in this classification has been uninterrupted; and the individual has completed 30 credit hours of core Training-In-Depth (TID) annually toward completion of 150 hours.

2. **Manager I** – holds a high school diploma or GED or was employed as manager prior to September 1, 1988; has completed the core TID; and completes 30 credit hours of advanced TID every three years.

3. **Manager II** – holds an associate or more advanced degree; completes 30 credit hours of core TID annually until core requirements are met; and thereafter completes 30 credit hours of advanced TID every three years.

4. **Manager III** – holds a school nutrition director service certificate issued by the Georgia Professional Standards Commission.

5. **Manager/Supervisor** – holds a high school diploma or GED or was employed as manager prior to September 1, 1988; completes 30 credit hours of core TID annually until core requirements are met and thereafter completes 30 credit hours of TID every three years; and meets requirements of director as specified in paragraph (2)(a)5(ii) of Rule 160-5-1-.22 Personnel Required in systems of less than base size having four or fewer schools.

(c) **Georgia Professional Standards Commission (GPSC)** – a state agency with the central responsibility for establishing a certification/licensure process that is streamlined, understandable, and flexible in order to remove barriers and to attract qualified individuals to the education profession.

(d) **Local Board of Education (LBOE)** – a county or independent board of education exercising control and management of a local school system pursuant to Article VIII, Section V, Paragraph II of the Georgia Constitution.

(e) **Primary responsibilities related to meal accountability functions** – prepayment and collection of cash and counting meals at point-of-service except in kindergarten and special entities, including, but not limited to, special education, alternative schools, in-school suspension, and special events; counting cash for deposit; final and official approval and verification of free and reduced-price meal applications; oversight of the process for assuring accuracy and completeness of related regulatory functions; and maintenance of an official master list of eligible students.

(f) **School nutrition program director** – an individual who holds a school nutrition director service certificate issued by the GPSC and meets the requirements of director as specified in State Board of Education (SBOE) Rule 160-5-1-.22 Personnel Required.

(g) **School nutrition program director trainee** – an individual who holds a certificate issued by the GPSC other than that which is in-field; and completes 6 semester hours annually toward the requirement for a school nutrition director service certificate issued by the GPSC; and meets requirements of director as specified in SBOE Rule 160-5-1-.22 Personnel Required (2)(a)5(i) for systems of less than base size having five or more schools.

(h) **School nutrition program personnel** – those program personnel whose job responsibility relates to the planning, purchasing, preparing, service, accounting required by the program and whose wages are eligible for payment from school nutrition program funds.

(i) **State-approved nutrition program** – a federal lunch program which operates in every school and is available to every enrolled student in attendance during the period of 10 a.m. to 2 p.m. and a breakfast program as required by O.C.G.A. § 20-2-66, including notification in the dominant languages to parents and students of the availability of the school breakfast program in all participating schools.

(j) **State performance standard** – the standard used to allot state school lunch appropriations that prescribes a minimum of 85 lunches to be produced during eight hours of work by a full-time equivalent school nutrition position.

(2) **REQUIREMENTS.**

(a) Each local board of education shall through policy or administrative procedure maximize student participation and quality meals in the school nutrition program by providing the following:

1. Participation by all schools in a state-approved nutrition program.
2. A policy regarding the sale of foods of minimal nutritional value that

(i) Defines elementary schools and below, and

(ii) Prohibits the sale of foods of minimal nutritional value as prescribed by federal rule in:

(I) Elementary schools and below from the beginning of the school day (12:01 a.m.) until that time when the last class/group of students eating lunch is scheduled to return to class and

(II) All other schools in the dining, serving, and kitchen areas during mealtime.

3. Choice of menus or items within required food selections in all schools where students may refuse food items offered.

4. A job-related training program for school nutrition program personnel that when implemented:

(i) Makes in-service training available to program personnel annually, based on local needs and consistent with requirements of Rule 160-3-3-.04 Staff and Professional Development.

(ii) Requires all new employees to complete within the first full school year of employment training in program goals and philosophy, human relationships and service skills, safe and sanitary food handling, and first aid consistent with the department's curriculum or approved local alternate.

(iii) Facilitates 30 credit-hour training courses prescribed by the department through outline and/or curricula, sponsored by the local school system or postsecondary vocational school, and taught by school nutrition directors/managers or other qualified instructors.

5. Requirement that each food service facility to have at least one school nutrition employee on site to be certified as a food safety manager, designated for that one site, who has successfully completed a state approved food safety training program and passed a professionally validated Certified Food Safety Manager (CFSM) examination that is accredited by the Conference for Food Protection or other accrediting agency as conforming to national standards for organizations that certify individuals.

6. Assignment of primary responsibilities related to meal accountability functions to school nutrition personnel.

7. Requirement that in base-size school systems, system-level supervisory school nutrition personnel employed in addition to those required by paragraph (2)(a)5 of Rule 160-5-1-.22 Personnel Required shall meet certification requirements of a

school nutrition director or director trainee; and a requirement that system-level supervisory/training program personnel employed in addition to or in lieu of those required by paragraph (2)(a)15 of Rule 160-5-1-.22 Personnel Required and assigned to manage or supervise or train multiple school sites shall meet requirements of a classified school nutrition manager/supervisor.

8. A locally established salary schedule and number of full-time equivalent positions which meet or exceed the minimum state performance standard.

Authority O.C.G.A. § 20-2-66; 20-2-187.

Adopted: July 21, 2011

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