

X	Sabrina Torneden	X	Wendy Goodrum
X	Brad Morris	X	Adam Hatfield
	Jamie Ybarra		Ann Shinliver
X	John Walton	X	Kelly Adams
X	Stephanie Smith		Kim Hefley
X	Holly Parkey	X	Cindy Daniels
	Carmen Hatfield		Mark Whitener
	Neil Broderick	X	Melissa Meeker
X	Christa Jones		

1. Review of monitoring/audit completed on 11/3/16 & 11/10/16 (Breakfast)

Monitoring packets were enclosed in handouts for participants to review. These were just for review of the 11/3 and 11/10 dates. Monitoring for the fall is complete and submitted to KSDE after changes were made. Cindy was notified that OPAA would be doing their internal audit 12/13-13/15.

2. Follow up on policy meeting action items:

Action items follow up:

1. Kim Hefley: update on wellness information being sent

Kim has sent out more information than originally asked, which is fantastic. Copies of those were obtained.

2. New link to website on carb/calorie counts

OPAA! will work with the school nurse to ensure that extra food and carb counts are correct for students with diabetic health needs. There were concerns with altered recipes. This has been addressed.

3. Locate and place signage on all fresh fruit bars on what is a fruit/vegetable. (OPAA)

All schools have signage on reimbursable meals on the fruit/veggie bars.

4. Policy update on varying fruits and vegetables

Policy update was complete to include the option for 5 assorted fruits and veggies during one week. This policy has been approved by the board. It will be updated to the wellness policy builder.

### 3. Grant Information - Equipment needs

Committee reviewed grant information that was submitted by Brandi Peterson. We are awaiting information on if we received that grant at this time. The following items were submitted for grant needs: dishwashers, ovens, and an open air cooler.

### 4. FSMC review concerns/praises - Survey

The nutrition advisory council notes were reviewed with the committee. All student councils have met. A few concerns were discussed - sites are still running out of choices was the number one concern. Also the production records are looking better but all sites are still not completing them as they should be.

### 5. Unpaid Meal Charges Policy - General Guidance (Notes)

1. Start Date - 17/18 School Year
2. Alternate Meal - This would be costly and if the student was a reduced student we would likely get more money off of the reimbursement
3. Leveled Plan (Elem, MS, HS, Roos) - Option for a leveled plan because if a high school student gets behind they are likely to never get caught back up.
4. Communicating the policy - Beginning of SY packet, training for all staff members responsible for enforcing policy, mail reminders
5. Delinquent Debt collection process - leveled plan (calling HS parents after negative one lunch, calling middle school after two lunches, mail reminders)
6. Defining uncollectable debt - Random Acts of Kindness, upon graduation or moving
7. Account Reminders - Barriers for payment (accounts/reminders), automated system
8. Staff Accounts - No negative

### 6. Additional Items -

2nd chance breakfast - we would like to start a second chance breakfast. The option would be to start with the high school and then if successful moving to the middle school. We could also look at this option for the elementary schools in the future.

SFSP - We have begun planning for a summer food service program. We will be scheduling meetings in the near future with the rec center, library and Methodist church to get these programs out in the community. An overview of what we foresee our program looking like was reviewed.