

**DPI REQUIREMENTS & GUIDANCE FOR ADULT MEALS**

There is no reimbursement or commodities provided for meals served to adults. Reimbursement funds and student payments may not be used to subsidize lunches for adults who do not have specific duties directly related to the operation and administration of the foodservice program.

Adults are to be served the same menu and portions as students.

**Pricing**

The following guidelines to pricing adult meals are provided:

1. Meals served to foodservice employees may be provided at no cost.
2. Meals served to adults whose primary job is to administer or manage the foodservice may be provided at no cost.
3. The cost of meals served at no charge to teachers or others who supervise students during meal service may be paid by the general fund. As an alternative, the cost of these meals may be considered "paid" by the in-kind contributions made by the sponsor to the foodservice program. The in-kind contributions are generally administrative expenses, the cost of facilities and maintenance, and utilities. The process for paying for adult meals with in-kind contributions must be documented by the sponsor.
4. The cost of all other adult meals is not attributable to the program, and the individuals must be charged the full cost of the meal or these meals must be supported by a payment from the general fund.
5. The minimum adult lunch charge, including lunches served to teachers and other adults without direct program responsibilities, is to be set above the highest student charge by the current amount of paid meal reimbursement rate, plus the current commodity value per meal.

**End of McClusky School District #19 Exhibit IB-E2**