

Policies of the Board of Education

Section G            Support Services

FOOD PURCHASING

700.33

All cafeteria food supply items, with the exceptions noted, shall be purchased in accordance with the rules of the Board of Education. Exceptions are milk. Contracts for furnishing these items are to be awarded annually by action of the Board after advertisement for bids.

The head cook is hereby designated as the person authorized to purchase food supplies and maintain all necessary records pertaining thereto. The head cook will solicit quotations to fit the needs of the program.

Any vendor wishing to submit quotations to the head cook shall do so in person, or through his authorized representative. Vendors may be required by the head cook to provide at least two samples of any or all items upon which a quotation is submitted. Samples are to be used for testing purposes, and are to be supplied without cost. The head cook, after making whatever tests are deemed advisable, will decide upon the item which is best suited and most economical for cafeteria use.

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Adopted by the Board of Education May 8, 1995