SUPPORT SERVICES

Expenditures of Cafeteria Funds

Food Services funds shall be used only for the direct benefit of the Food Services Program. No expenditures shall be made from the Food Services account without the knowledge and/or approval of the Director of School Food and Nutrition Services.

Allowable expenditures include, but are not limited to, the following:

1. **Food costs** for program use.
2. **Labor costs** including salaries and benefits for program use.
3. **Supply costs** including the purchase of paper goods, cleaning supplies, uniforms, office supplies, and expendable smallwares such as pots, pans, bowls, etc.
4. **Purchased services** including software support, commodity delivery, and travel reimbursement.
5. **Equipment** including the replacement and addition of loose and fixed equipment for the cafeteria facility needed for program operation.
6. **Training costs** for tuition reimbursement and inservice expenses incurred to improve the operation of the Food Services Program.

Funds cannot be used for construction or for the purchase of land.

The Associate Superintendent for Finance and Support Services (or designee) is responsible for implementing and monitoring this policy.

The Associate Superintendent for Finance and Support Services (or designee) is responsible for reviewing this policy in 2020.


Adopted: 4/17/85
Reviewed/Revised: May 10, 2017

PRINCE WILLIAM COUNTY SCHOOL BOARD