

FOOD PURCHASING

The Head Cook is hereby designated as the persons authorized to purchase food supplies and maintain all necessary records pertaining thereto. The Head Cook and Food Service Bookkeeper will solicit quotations as follows:

1. Fixed quantities of canned foods and dry staples.
2. More or less quantities of all other foods, including fresh or frozen fruits, vegetables, and meats. Orders will be placed as needed with the successful vendor during the period covered by the quotation.
3. Contracts for furnishing milk and bread are to be awarded annually by action of the Board after advertisement for bids.

The Head Cook and Food Service Bookkeeper will ensure that the district takes full advantage of the government commodities program to help ensure that the food service program operates in an efficient and cost effective manner.

LEGAL REFERENCE: Code of Iowa, Chapter 283A

DATE OF ADOPTION: January 14, 1981

DATE OF REVIEW: December 19, 2005

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