

Child Nutrition Program March 2026

Number of Employees

3 Administrative
1 Food Service equipment technician
15 Certified Food Protection Managers
50 Helpers (5 open jobs currently)
19 Dishwashers and 4 Subs

Programs Serviced

Average daily meals/snacks—7915 -- Plus Ala Carte sales

Breakfast
Lunch
Afterschool Snack
HeadStart Breakfast
HeadStart Lunch
Fresh Fruit and Vegetable Program-Myers Wilkins
Afterschool Super Snack-Denfeld
Harbor City International School Lunch Meals catered daily
Summer Breakfast
Summer Lunch

Bids within Program

Food
Milk
Bread

Audits

Administrative Audits from USDA/MDE-FNS—Every 3-5 years
Summer Meals--Yearly
New programs-- Yearly
Health Department –2 times a year to each school
Also involved when Head start is audited or Harbor City, or the District as a whole.

Free and Reduced Lunch applications

1200 per year (computer and hand calculated)
Majority are Directly Certified through the State of Minnesota
Verification Process –3% random pull once yearly

Menus

Meet USDA guidelines
Special diets also honored, Gluten free, Lactose free, Peanut Free, etc.
Managed by Software and ProTeam consultants
4-week repeating lunch menu cycle

Staff Continuing Educational Requirements

Managers are Certified Food Protection managers- Need 4 hours refresher every 3 years
Initial course and exam to obtain certification.

USDA requires:

Managers 10 hours
20+ hour employees 6 hours
20 or less hours 4 hours
School District annual computer-based training VECTOR

School Lunch Accounts

Monthly Billings over -10.00

Software Programs

Infinite Campus— This is the point of service system used to run our program. Handles F/R/P information, lunch account balances, meal counts, bills, etc.

PROTEAM HEALTHY MENUS—Menu software, nutrient analysis. Managed by an outside company for us, Fulfills all requirements from USDA for product labels and audit assistance.

