

Jefferson County Schools  
Meal Distribution Plan  
SY 2020-2021 (Revision 3)

**Off Site Meal Service Plan**

**Loading Time: 10:00 a.m.-10:45 a.m.TAC**

**Distribution Time: 11:00 a.m.-1:00 p.m. (Monday-Friday) TAC**

**Bus Meal Distribution- TAC**

**One Delivery Per Day Consisting of both Breakfast and Lunch & Milk/Juice**

- Two or more school buses will be designated for each school for the purpose of meal distribution. Student meals will consist of **both** a unitized breakfast and lunch and milk which will be pre packaged for a single delivery. Buses will travel to predetermined stops along the usual bus route for that feeder pattern. Bus drivers will be assigned to a specific school within a feeder pattern so that each driver is stopping at pre-assigned designated locations.
- Each bus will be assigned two designated bus drivers per assigned school. In addition, for consistency and contact tracing, a child nutrition worker will be assigned to accompany the driver assigned to the respective school to assist in the meal accountability, prevention of staff intermingling, safe delivery, and proper meal distribution procedures.
- There will be a roster for each bus that includes an alphabetized list of all students in that feeder pattern. Rosters will be printed each morning by the cafeteria manager and given to the CNP staff member who is on the bus and in charge of meal counting/claiming.
- Drivers will arrive at each school at **10:00 a.m.** and will assist with the placement of the pre-packed **plastic storage bins\* with lids containing meals and onto the bus.** Milk will be kept in an insulated mobile cooler(75 qt or greater) and will be loaded onto the bus so that milk can be distributed with meals.

**\*Note:Meals will be plated, placed in storage containers and moved to the bus. The bus will depart from the school no later than 10:45 a.m.**

- Students with special dietary needs will be identified by the manager and those meals will be marked, prepackaged and held separately in plastic storage containers for distribution from the bus. These meals will also consist of both a breakfast, lunch and milk or milk substitute.

## **Curbside Meal Service Plan - TAC**

**Meal Distribution Time: 11:00-12:30**

**(Monday-Friday)**

**One Delivery Per Day Consisting of both Breakfast and Lunch & Milk/Juice**

**High Schools** will be the distribution point for any parents/students who wish **to drive to** the school for a once a day meal pick up. Both the breakfast and lunch meals will be prepared and pre-plated by the cafeteria staff and combined for curbside distribution. Meal counting and claiming will be done by using rosters, in the drive thru style, touchless pick up line.

- Any leftover meals and milk provided for curbside pick-up will be recorded and discarded.

## **OnSite Meal Service Plan- Temperature Controlled**

**Meal Distribution Time:**

**Breakfast 7:45 a.m.-8:15 a.m.**

**Lunch 11:00a.m. -12:30 p.m.**

**(Monday-Friday)**

- Faculty and staff at each school will have the opportunity to purchase meals **directly** from the cafeteria to be eaten in a designated area of the school pursuant to social distancing. Onsite Meal Service applies to all schools for faculty and staff as well as those providing childcare for school aged children of faculty/staff members. Food temperatures will be maintained using mechanically cooled/heated devices (milk coolers/warmers/refrigerators etc.). Temperature will be the control.
- Students, faculty and staff will pick-up breakfast between 7:45 a.m.-8:15 a.m. from a designated area of the cafeteria while practicing social distancing and minimizing personal contact. They will return for lunch between 11:00 a.m.-12:30 p.m. Both meals will include the service of milk/juice.
- Leftovers that have not been consistently maintained using mechanically cooled/heated serving lines, refrigerators, freezers or warming cabinets will be discarded. Those items consist of pre plated meals
- Child Nutrition will develop a HACCP plan to be submitted to the health department.
  - Drivers will stop at designated stops along their bus routes at specific, predetermined times. These times will be advertised on our website and distributed to parents.
  - Cafeteria workers will mark off students as meals are distributed by bus drivers and aides.

- The bus driver and cafeteria worker will return to their designated schools each day between 1:30 p.m.- 2:00 p.m. and give the rosters to cafeteria managers who will claim meals in Titan using student ID numbers.
- Rosters will be filed and kept onsite, and a copy will be sent to COB as documentation of meals served.
- All meals will be distributed within 2 hours of being picked up from the local school (**11:00 a.m.- 1:00 p.m.**).
- Any unused meals as well as milk will be counted, recorded and discarded.

### **Sites For Car Line (Drive Thru) Distribution**

Center Point High

Clay Chalkville High

Corner High

**Fultondale Elementary\***

Gardendale High

Hueytown High

McAdory High

Minor High

Mortimer Jordan High

Oak Grove High

Pinson Valley High

Pleasant Grove High

Shades Valley High

*\*Fultondale Elem in lieu of Fultondale HS due to construction and congestion issues*

**Sites For Food Pick-Up (Bus) And Remote Distribution**

Adamsville Elementary	Fultondale High	North Jefferson Middle
Bagley Elementary	Gardendale Elementary	Oak Grove Elementary
Bragg Middle	Gardendale High	Oak Grove High
Brighton Middle	Grantswood Community	Pinson Elementary
Brookville Elem.	Greenwood Elementary	Pinson Valley High
Bryan Elementary	Hillview Elementary	Pleasant Grove Elementary
Bryant Park Elementary	Hueytown High	Pleasant Grove High
Burkett Center	Irondale Community	Shades Valley High
Center Point Elementary	Irondale Middle	Snow Rogers Elementary
Center Point High	JCIB Middle	Warrior Elementary
Chalkville Elementary	Johnson Elementary	West Jefferson
Clay Elementary	Lipscomb Elementary	
Clay Chalkville Middle	McAdory Elementary	
Clay Chalkville High	McAdory Middle	
Concord Elementary	McAdory High	
Corner School	Minor Community	
Corner High	Minor Middle	
Crumly Chapel Elem.	Mortimer Jordan High	
Erwin Intermediate	Mt. Olive Elementary	
Fultondale Elementary	North Highland Elem	

The following locations are closed due to construction:

Erwin Middle

Hueytown Intermediate

Hueytown Middle

Rudd Middle

**Bus Routes TBD by Transportation Director**

Information relevant to the Bus Routes will be provided under separate cover when available which will address the locations/frequency of stops within the thirteen designated feeder patterns.

*\*Please note that procurement of insulated carriers has been stalled due to demand exceeding availability. Minimum wait time for insulated carriers is three to four months. In light of this issue we will be using plastic bins with lids to transport food using TAC.,*