

Roscoe Collegiate ISD

Menu Planning Advisory Board Meeting

Objective: To discuss the current menu offerings and develop a plan to survey students, parents and teachers to develop menu change recommendations for the district to consider.

Per 7 CFR 210.16 (a)(8), any school food authority contracting with a Food Service Management Company must establish an advisory board composed of parents, teachers and students to assist in menu planning. This agenda template can be used as a starting point for a meeting that supports routine feedback on current menu offerings to help identify any recommended changes.

DATE: MARCH 19, 2025

TIME: 4:45 PM

ADVISORY BOARD COMMITTEE MEMBERS

Tecka Heaps	Assistant Superintendent
Linda Carter	Food & Nutrition Supervisor
Lindsay Freeman	Elementary Principal
Hillary Foreman	District Nurse
Amber Ridenour	Parent
Mick Ridenour	Student

AGENDA

I. Welcome

- Sign in sheet
- Purpose of meeting

II. Open Forum for Menu planning Advisory Board feedback on current Menu offerings •

- Menu items that are well liked
- Suggested menu items to replace
- Recommendations for new menu items

III. Discuss contract expectations regarding:

- Student engagement to increase participation
- Marketing to students to promote the program

IV. Obtaining more feedback from the student, parent, and teacher community •

- Possible survey questions, timing and methods for launching
- Taste Testing plans/schedule

V. Schedule meeting to discuss feedback from survey and taste testing if applicable, and to finalize menu changes.

VI. Adjourn meeting

VII. Next Meeting