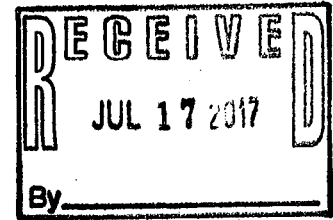


# Grand Jury Report

## REQUIRED RESPONSE FORM



**Grand Jury Report Title :** Mendocino County School Nutrition Programs

**Report Dated :** May 29, 2018

**Response Form Submitted By:**

Fort Bragg Unified School District Board of Trustees  
ATTN: Jennifer Owen, President  
312 S. Lincoln  
Fort Bragg, CA 95437

**Response MUST be submitted, per Penal Code §933.05, no later than: August 27, 2018**

**I have reviewed the report and submit my responses to the FINDINGS portion of the report as follows:**

- I (we) agree with the Findings numbered:  
F1, F2, F3, F4, F5, F7, F9, F10, F11
  
- I (we) disagree wholly or partially with the Findings numbered below, and have *attached* a statement specifying any portion of the Finding that are disputed with an explanation of the reasons therefore.  
F6, F8, F12, F13, F14, F15

**I have reviewed the report and submit my responses to the RECOMMENDATIONS portion of the report as follows:**

- The following Recommendation(s) have been implemented and **attached, as required**, is a summary describing the implemented actions:  
R2, R3, R5
  
- The following Recommendation(s) have not yet been implemented, but will be implemented in the future; **attached, as required**, is a time frame for implementation:

GRAND JURY REPORT  
RESPONSE FORM  
PAGE TWO

- The following Recommendation(s) require further analysis, and **attached, as required**, is an explanation and the scope and parameters of the planned analysis, and a time frame for the matter to be prepared, discussed and approved by the officer and/or director of the agency or department being investigated or reviewed: (This time frame shall not exceed six (6) months from the date of publication of the Grand Jury Report)

R1, R4

- The following Recommendations will NOT be implemented because they are not warranted and/or are not deemed reasonable; **attached, as required**, is an explanation therefore:

R6

*I have completed the above responses, and have attached, as required the following number of pages to this response form:*

Number of Pages attached: 3

*I understand that responses to Grand Jury Reports are public records. They will be posted on the Grand Jury website: [www.mendocinocounty.org/government/grand-jury](http://www.mendocinocounty.org/government/grand-jury). The clerk of the responding agency is required to maintain a copy of the response.*

*I understand that I must submit this signed response form and any attachments as follows:*

First Step: E-mail in pdf file format to:

- The Grand Jury Foreperson at: [grandjury@mendocinocounty.org](mailto:grandjury@mendocinocounty.org)
- The Presiding Judge: [grandjury@mendocino.courts.ca.gov](mailto:grandjury@mendocino.courts.ca.gov)

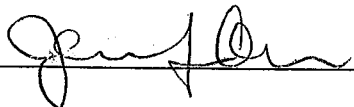
Second Step: Mail all originals to:

Mendocino County Grand Jury  
P.O. Box 939  
Ukiah, CA 95482

Printed Name: Jennifer Owen

Title: President, Fort Bragg USD Board of Trustees

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

7/10/2018

**Grand Jury Report  
Mendocino County School Nutrition Programs  
Report Dated May 29, 2018**

**Attachment to Requested Response from:**

**Fort Bragg Unified School District Board of Trustees  
312 S Lincoln  
Fort Bragg, CA 95437**

**RESPONSES TO FINDINGS:**

**Responses to Findings with which we Disagree Wholly or Partially:**

***F6. Schools use disposable serving trays and utensils instead of paying additional labor costs to wash reusable trays and utensils.***

This is partially accurate, but not entirely. Some schools do use reusable trays.

***F8. There is a paucity of oversight and guidance for the county's school nutrition programs.***

There is a paucity of oversight and guidance from Mendocino County Office of Education. Oversight and guidance is provided by the California Department of Education and USDA.

***F12. Food service job descriptions in small districts include duties that require more time than allotted or funded.***

We do not believe this applies to Fort Bragg Unified School District.

***F13. Ongoing computer training for food service managers is lacking in most school districts.***

This does not apply to Fort Bragg Unified School District.

***F14. State inspectors found errors in procedures resulting in major loss of funds from school district food programs.***

Fort Bragg Unified School District has not had any State findings resulting in loss of any funds for at least the past thirteen years, under the leadership of our current Director.

***F15. The addition of a MCOE dietician who could review procedures with food service staff might prevent negative evaluations from the state.***

A Dietician is not necessarily qualified to provide technical assistance for the National School Lunch and Breakfast Programs. We suggest shifting focus to a qualified, experienced School Nutrition Services Director or Child Nutrition Consultant.

**Grand Jury Report  
Mendocino County School Nutrition Programs  
Report Dated May 29, 2018**

**Attachment to Requested Response from:  
Fort Bragg Unified School District Board of Trustees  
312 S Lincoln  
Fort Bragg, CA 95437**

**RESPONSES TO RECOMMENDATIONS**

**RECOMMENDATIONS IMPLEMENTED**

***R2. Meal program supervisors regularly inspect satellite sites for program compliance. (F4, F5, F8, F12-14)***

Fort Bragg Unified School District's Director of Nutrition Services regularly inspects all service sites.

***R3. School districts provide ongoing computer training for meal site managers and staff. (F13, F14)***

Fort Bragg Unified School District's Director of Nutrition Services and Kitchen Operation Managers provide Nutrition Services Point of Sale computer software training to all applicable staff. Google and other general application training is offered to all school district staff. Menu Planning, Inventory, Eligibility Determination, CNIPs, and other required computer applications are managed by our Nutrition Services Director and her assistant, both of whom are fully trained and who keep up to date on any changes.

***R5. All school districts provide application forms for free or reduced-cost meals at the beginning of each school year or when the student is enrolled. (F1, F2, F9, F14)***

Fort Bragg Unified School District provides every family with an Application for Free and Reduced-Price Meals at the beginning of each school year and/or upon enrollment. Applications are available for families year round.

**RECOMMENDATIONS REQUIRING FURTHER ANALYSIS**

***R1. Mendocino County Office of Education hire a full-time Nutrition Services Director who is a registered dietician to assist all 11 county school districts in reducing costs and improving the quality of service to children. (F1, F2, F5, F7, F8, F12-15)***

This is beyond the scope of responsibility of our individual school district.

How would this be funded?

We suggest that if this idea is pursued that the emphasis be placed on hiring a qualified, experienced School Nutrition Services Director or Child Nutrition Consultant to primarily offer support for the districts' school meal programs. A Registered Dietician doesn't necessarily have the level of specialized expertise to assist with school meal operations. If a Director or CNC also has an RD, that's excellent, but is not particularly essential. The HCOE job description seems to focus primarily on Nutrition Education, and not school meal operations.

***R4. All school districts enable meal site supervisors to meet on a regular basis to share best meal preparation and staff practices. (F2-5, F11-14)***

This could be an effective idea, particularly if a County Director is hired to organize and facilitate these meetings. However, we have a few concerns:

The county covers a very large geographical region, and travel can be time consuming and costly. The smaller districts in particular struggle with day-to-day operations and it can cause hardship to have key personnel absent.

If a County level Director is not hired who will be responsible for organizing and facilitating these meetings? All of the program managers are extremely busy as it is.

**RECOMMENDATION THAT WILL NOT BE IMPLEMENTED**

***R6. To prevent waste, school districts instruct the students in the proper handling of reusable tableware and disposal of trash and recyclables. (F6, F8, F10, F11)***

To implement the use of reusable tableware requires either additional equipment, such as dish sanitizers, and/or additional staff to hand wash the reusable wares. Funding is simply not available for either, and some facilities physically cannot accommodate added equipment.