

Minneapolis Public Schools Policy 3261

Adopted June 26, 2001  
Revised \_\_\_\_\_

VENDING MACHINES

I. PURPOSE

The purpose of this policy is to establish procedures to govern vending machines installed in school district facilities.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to contract for, supervise, maintain and account for the revenue from vending machines located in school facilities in a manner that is fair; allows revenues to be included as a resource to the site in which they are generated; establishes controls to avoid fraud, theft or the appearance of impropriety; complies with the Board Policy regarding Corporate Involvement in Schools; does not increase the level of advertisement of the products; provides information to students regarding possible health related results from frequent use of certain vending machine products; and, offers a wide range of products to allow healthy choices by students. The Superintendent shall advertise, accept bids and award contract(s) for the vending machines in the district. The Superintendent shall also develop procedures requiring sites to offer a wide variety of choices of beverages and will also provide health-related information for students to be posted near vending machines.

III. AUTHORIZATION

Vending machines for the dispensing of food, beverages or other approved items are authorized at school sites in the District consistent with the following:

- A. High school sites are authorized to have vending machines that provide a balanced assortment of beverages for students including milk, flavored milk, fruit juices, vegetable juices, bottled water and soda pop.
- B. Middle and Elementary school sites are authorized to have vending machines that provide an assortment of beverages for students including mild, flavored mild, fruit juices, vegetable juices and bottled water but shall not provide soda pop.
- C. Any site is authorized to have vending machines in teacher's lounges that include an assortment of beverages including soda pop.
- D. Vending machines shall be operated consistent with the federal child nutrition regulations;
- E. Vending machines shall not have advertising other than a name(s) or logo(s) of the contents of the machine; and,

- F. Sites shall provide information next to or near beverage machines that include soda pop, which informs students of the health-related risks of excessive consumption of soda pop.

#### IV. SITE APPROVAL

- A. All vending machines shall be under the supervision of the site principal or other person in charge of the facility in which the machine is located. that administrator shall be responsible to supervise the vending machines in compliance with this policy and any applicable laws and regulations.
- B. The District will process requests for all vending proposals that impact the sites. The board must approve any contract for vending services by sites.

#### V. ACCOUNTING

- A. Revenue from the sale of vending machine products shall be an added resource of the facility in which the proceeds are generated.
- B. Revenue generated from a district wide program, which shall not include the revenue from vending activity, shall be accounted for at the district level and its use approved by the Superintendent, based on recommendations of a district committee.
- C. Revenue generated by this policy shall be accounted for consistent with the state UFARS system and shall be deposited in the appropriate site account. This revenue is subject to audit by the internal auditor and district auditor.

Legal References: Minn.Stat. Section 123.B.52 (Contracts)

Minn. Stat. Section 127.15 (Dealing with Supplies)

Minn. Stat. Section 471.345 (Contracts)

Minn. Stat. Section 471.87 (Conflict of Interest)