



September 1, 2006

**ADMINISTRATIVE MEMORANDUM NUMBER TWENTY-SIX**  
**HOME PREPARED FOODS DISTRIBUTED OR CONSUMED AT SCHOOL**

The distribution of home prepared foods at school, whether or not they are given or sold, is both illegal and an unwise practice. Principals and PTA Presidents are requested to work together and take the leadership in converting the long-standing practice of preparing foods in homes to those consistent with the following guidelines that were developed by the Salt Lake Valley Health Department.

- Avoid potentially hazardous foods that support the rapid growth of disease causing organisms. Examples: moist, protein items, dairy products, cooked rice, and baked or boiled potatoes.
- Avoid any item that has been prepared, cooked, or packaged in a private home or residence.
- Avoid goods that require handling and cooking . . . such items as sloppy Joe's, salads, soups, stews, and some ethnic foods.

The following are examples of food suitable for classroom treats:

- Any commercially prepared non-hazardous foods such as cookies, cupcakes, candy, or nuts in sealed package. Commercially prepared kitchens are inspected on a regular basis by trained food inspectors and are much less likely to experience food contamination.
- Popcorn, fruits, and vegetables. Of course, the fruits and vegetables should be washed before they are eaten, peeled, or scraped, where appropriate, such as oranges and carrots.
- Food prepared in the school cafeteria or other facilities that meet the guidelines of federal, state, and local regulations.

/s/

Stephen F. Ronnenkamp  
Superintendent