Certification Qualifications for CNP Directors

290-080-030-.05 Supervision and Administration. A school district approved to sponsor food service programs under the National School Lunch Act, Regulation 7 CFR Part 210, shall be eligible provided all the following conditions are met:

(1) A Child Nutrition Program certified director is employed.

(2) A Child Nutrition Program director shall hold as a minimum, a bachelor’s degree. The director shall meet the qualifications for Child Nutrition Program director certification as prescribed by 290-080-030-.06. In the event an acceptable candidate meeting the educational requirements is not available, the school board may employ a director with a bachelor’s degree in another field on the condition that the educational requirements for a Child Nutrition Program director be met within three (3) years from date of employment. A director so employed who fails to meet the education requirements within the prescribed time limits shall not be continued in employment as the Child Nutrition Program director. A Child Nutrition Program director employed prior to July 1, 1994, shall be exempt from the requirement contained herein.

(3) Each manager of a food service operation at the site level shall have at least a high school equivalency diploma and three (3) years school food service or related work; provided that in the event an acceptable candidate meeting the educational requirement is not available, the school board may employ a manager on the condition that the educational requirement be met within one (1) year from date of employment. A manager so employed who fails to meet the educational requirement within the prescribed time limits shall not be continued in employment as a Child Nutrition Program manager. Managers employed by a district prior to July 1, 1994, shall be exempt from the requirements contained herein.

Author: Janice S. Wood
History: New 6-9-94

290-080-030-.06 Qualifications for Child Nutrition Program Director Certification. In order to meet the certification requirements for a Child Nutrition Program Director the following must be met:

(1) Hold, as a minimum, an earned bachelor’s degree from a regionally accredited senior institution of higher education in Foods and Nutrition, Food Service Management, or Home Economics (with a minimum of four (4) courses in foods and nutrition).

(2) Verify a minimum of 1400 clock hours of compensated food service management, or an acceptable alternative to be approved by the State Superintendent of Education, to include, but not limited to, supervisor and/or administrative experience attained within five (5) years immediately preceding the date of application.

(3) Provisional Requirement. Hold an earned bachelor’s degree from a regionally accredited senior institution of higher education in any subject area other than the ones identified and complete the following educational requirements for certification within three (3) years from the date of employment:

(a) A minimum of nine (9) semester hours or twelve (12) quarter hours in foods and nutrition;

(b) A minimum of three (3) semester hours or four (4) quarter hours in Quantity Food Production and three (3) semester or four (4) quarter hours in Quantity Purchasing; and

(c) A minimum of three (3) semester hours or four (4) quarter hours in personnel management and three (3) semester hours or four (4) quarter hours in accounting.

(4) Professional Development. A minimum of fifteen (15) clock hours or approved professional development per year is required for certificate validity. The Alabama State Department of Education, Child Nutrition Programs will make the final decision on the approval of professional development activities.

Author: Janice S. Wood
Statutory Authority: Code of Ala. (1975), §16-3-11 through 12, 16-3-19.
History: New 6-9-94