Numbers Policy

Effective October 1, 2026

This policy is in reference to the number of meals CBS Food Program delivers to a center each and every day. This policy has been created to allow for number of meals adjustments to be made uniform across all centers and to allow for the purchase of additional food when the number of meals increase dramatically.

Timing of Requests:

CBS Food Program will make number of meals adjustments once a week- on Friday's delivery for Monday's meal. A center must request a numbers adjustment by Wednesday at 12pm for the increase to take effect on Friday's delivery for Monday's meal.

***Examples**:*

(1) If a center requests 10 extra meals on Tuesday afternoon, they would receive those 10 meals on that Friday's delivery for Monday's meal.
(2) If a center requests number of meals increase after Wednesday at 12pm, the center will need to wait until the following Friday's Delivery for Monday's meal for the change to take effect.

Number of Meals Requested:

The maximum number of meals a center may receive is the total number of children enrolled and active in KidKare.

Examples:

(1) If a center requests 20 meals but only has 15 children active in KidKare, CBS Food Program can only provide a maximum of 15 meals. CBS Food Program will increase the meals to 15 for Friday's delivery (Monday's meal), and in the meantime, work with the center to enroll the additional 5 children into KidKare before the following Wednesday at 12pm so we can get them to the 20 needed meals by the following Friday's delivery for Monday's meal.
(2) If a center requests 25 meals and has 30 children active in KidKare, CBS Food Program will provide the 25 requested additional meals regardless of the past point of service meal counts. CBS Food Program will monitor these requests to ensure that point of service.

Extra Meals: Single Day/Short-Term

Effective November 2, 2026

CBS Food Program can also offer eligible centers extra meals for school aged children on days when school is closed/during school breaks/summer when children would typically get their meals at school. Centers should abide by this numbers policy to request extra meals.

Example:

(1) *A center is open and operating on Election Day (11/3/2026), when many schools are closed or have a half-day. The center should look at their KidKare list to note how many school-*

aged children are active and enrolled to estimate the additional number of meals needed for that day. They should then follow this policy to request that number of extra meals, meal type, and date via email/phone to CBS before the Wednesday at 12pm deadline, for the following week (in this example, prior to 10/28/2026 at 12pm). The center will then receive the delivery of extra meals on their regular delivery schedule, the day before (11/2/2026 in this example).

(2) *A center is open for winter break when schools are closed (12/23/2026-1/1/2027). The center should estimate how many school-aged children they expect at the center during this time period. The center should then follow this policy to request the extra meals, meal types, and meal days via email/phone to CBS before the Wednesday at 12pm deadline, for the following week (12/16/2026 in this example). The center will then receive these extra meals during the period noted with their regular delivery schedules.*