

# **CHARTER SCHOOL FOOD SERVICE AGREEMENT**

## **SARASOTA SCHOOL FOR INNOVATIVE STUDIES, INC. (ELEMENTARY)**

This Agreement is made and entered into this 15<sup>th</sup> day of August, 2017, effective August 14, 2017, by and between The School Board of Sarasota County, Florida, a body corporate existing under the laws of the State of Florida (the “School Board”) and the Sarasota School for Innovative Studies, Inc. (“SSIS”), a charter school in Sarasota County, Florida, pursuant to Section 1002.33, Florida Statutes.

### WITNESSETH:

- 1.1. WHEREAS, SSIS is operating a charter school within Sarasota County; and
- 1.2. WHEREAS, SSIS is desirous of a breakfast and lunch program at its school; and
- 1.3. WHEREAS, the School Board’s Food and Nutrition Services Department has the capability to provide a breakfast and lunch program.

NOW, THEREFORE, in consideration of the foregoing and the covenants contained herein, the parties agree as follows:

- 2.1. The School Board, in cooperation with SSIS, shall make a Universal Free Breakfast program available to all students regardless of free, reduced or paid eligibility. Lunch will be available to students at a rate of \$2.25 for students with a paid meal status, \$.40 for students eligible to receive reduced priced meals, and no charge for students eligible to receive free meals. Adult meals and any other non-program meals are available for \$1.50 (breakfast) and \$3.50 (lunch). All provisions of the National School Breakfast Program (“NSBP”) and the National School Lunch Program (“NSLP”) guidelines will be strictly adhered to.
- 2.2. The term of this Agreement shall commence on August 14, 2017, and terminate on May 24, 2018, unless sooner terminated as provided herein.

### TERMS AND CONDITIONS

#### 3.1. Meals Provided

The School Board shall provide SSIS meals that meet the meal pattern requirements for the NSBP and NSLP Program, as to components and portion sizes.

#### 3.2. Free and Reduced Priced Meal Application Processing

SSIS shall be responsible for providing names of enrolled students to the School Board. Notice of the availability of online Free and Reduced Priced Meal applications will be sent to all enrolled students, collected, and processed by the School Board. SSIS may assist in the collection of the applications, and in the collection of verification documentation. Eligibility decisions made by the School Board shall determine meal status.

#### 3.3. Meal Accountability

SSIS shall follow procedures for assuring accuracy at the point of meal service and will comply with all federal, state and local rules and procedures pertaining to administration of the program, including, but not limited to, reporting any known student food allergies.

#### 3.4. Program Compliance

The School Board shall be responsible for monitoring the program to provide technical assistance and to ensure program compliance.

#### 3.5. Cash Collection and Meal Counts

The School Board shall provide one employee (or up to two employees based on a minimum of 200 students participating in the school meal program), to accurately collect cash and record meal counts and categories during lunch service. SSIS personnel shall provide one employee to accurately collect cash and record meal counts and categories during breakfast service, and those counts and categories will be provided to the School Board employee. Cash collected for the breakfast program will be turned over to the School Board employee who will return breakfast and lunch cash collections, and breakfast and lunch meal counts and categories to Alta Vista Elementary School Food and Nutrition Services program. Failure to follow NSBP and NSLP reporting requirements may result in discontinuance of the program.

#### 3.6. Computer Equipment

SSIS shall provide a complete laptop computer set-up, including the required keypad, as specified by the School Board (see Exhibit "A" attached hereto), delivered to Food and Nutrition Services 2 weeks prior to the first day of school (by August 1, 2017) to allow adequate time for IT to establish service. The user name and password must be available to operate the laptop. The School Board shall maintain all student status and account information.

#### 3.7. Equipment

SSIS is responsible to purchase and/or provide the following Food Transport Equipment for meal service: Insulated food carriers, coolers, and a vehicle suitable for safe food transport. Any and all equipment owned by the School Board used for or at SSIS is the express property of the School Board. A replacement fee will be assessed to SSIS if equipment is damaged or destroyed due to negligence or vandalism. Equipment must be operable and maintained, according to Department of Health Standards.

#### 3.8. Storage

The School Board will store a limited amount of stock items in a locked storage area at SSIS. Replacement fees will be assessed to SSIS if the food or non-food items are lost or pilfered. Procedures must be in place to ensure that storage and handling of foods meet current Department of Health Standards.

#### 3.9. Transportation of Food and Supplies

SSIS will pick up lunches in bulk, and packaged breakfast items at Alta Vista Elementary and immediately return to SSIS. Food must be transported in approved hot and cold food holding equipment.

3.10. Meal Service

SSIS shall be responsible for contacting Alta Vista Elementary two hours prior to lunch pick-up with an accurate count for lunches and an estimate for the following morning's breakfast. Lunches will be served from the cafeteria facility at SSIS immediately following arrival of the food. SSIS School will provide personnel to assist in the serving of lunch, and will assume full responsibility for breakfast meal service. At least 50 meals must be served during the lunch period within the defined serving times listed. If lunches served falls lower than 50, Food and Nutrition Services may exercise the option to discontinue the program.

Service time is limited to the minimum hours necessary to provide service, as listed below:

Serving time for breakfast: \_\_\_\_\_ am to \_\_\_\_\_ am

Serving time for lunch: \_\_\_\_\_ pm to \_\_\_\_\_ pm

3.11. Competitive Foods

No food, snacks or beverages may be sold in competition with the School Board's Food and Nutrition Services meal service from midnight until 30 minutes after the end of the last lunch period. No vending machines may be located in or near the dining area. Failure to follow this directive jeopardizes funding through the National School Lunch Program, and will result in immediate discontinuance of service.

3.12. Smart Snack Guidelines

All food, snacks, and beverages sold outside of the National School Breakfast and Lunch Programs must comply with the USDA's Smart Snack Guidelines. See Exhibit "B" attached hereto.

3.13. Meal Charge Policy

SSIS will follow the same charge policy as all schools operated by the School Board.

3.14. Indemnity

SSIS shall indemnify and hold harmless the School Board from and against all liabilities, claims, demands, suits, causes of action, loss and expenses including attorney's fees, of any and every kind and nature arising from the negligent or intentional act of agents or employees of the SSIS in connection with the provision of breakfasts and lunches under this Agreement. Nothing herein shall be deemed to constitute a waiver of sovereign immunity on the part of the School Board or to reduce any protection from suit or judgment afforded to the School Board under Florida law. This provision shall survive termination of this Agreement and shall be binding on the parties, successors, representatives and assigns and cannot be waived or varied.

3.15. This Agreement may be terminated without cause by either party upon thirty (30) days' written notice.

3.16. Any notice given pursuant to this Agreement shall be as follows:

To SSIS: Sarasota School for Innovative Studies, Inc.  
845 South School Avenue  
Sarasota, FL 34237

To the School Board: Director, Food and Nutrition  
Services Department  
The School Board of Sarasota  
County, Florida  
101 Old Venice Road  
Osprey, Florida 34229

3.17. This Agreement represents the entire agreement of the parties hereto and no prior or subsequent oral agreements shall be binding upon either of the parties until reduced to writing.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective undersigned duly authorized officials as of the day and year first above written.

THE SCHOOL BOARD OF SARASOTA  
COUNTY, FLORIDA

By: \_\_\_\_\_

Caroline Zucker, Chair

Approved for Legal Content,  
July 31, 2017, by Matthews Eastmoore,  
Attorneys for The School Board  
of Sarasota County, Florida  
Signed: ASH

SARASOTA SCHOOL FOR INNOVATIVE STUDIES, INC.

By: \_\_\_\_\_

Larry E. Robbins, President



**Food and Nutrition Services  
Sarasota County Schools**

**EXHIBIT “A”**

**WebSMARTT School Workstation**

This is the computer in the cafeteria or charter school laptop that will connect to POS terminals, communicate to the WebSMARTT Server via the network when returned to the serving school and access the WebSMARTT Server via a web browser. This workstation houses data locally for Point of Sale operation. Charter schools that have more than one serving line will need to provide additional hardware.

<b>Hardware</b>	<b>Requirements</b>
Processor	2.4 GHz 4 core or better
RAM	4 GB or more - Windows 7 (x86) 4 GB or more – Windows 7 (x64)
Hard Drive free space	250GB or more
COM Ports for Input Devices or Serial-Based POS Terminal Circuit (if applicable)	1 serial RS232 (9-pin) for each serial input device (if applicable) 1 serial RS232 (9 pin) for serial-based POS terminal circuit (if applicable)
USB Ports for Pin pad or a Touch Screen monitor	2USB port for each USB input device (if applicable) (Pin PAD) 1USB port for a touch screen (if applicable)
Screen Resolution	1024 X 768 or higher
<b>Software</b>	<b>Requirements</b>
OS	Windows 7 or higher
Browser	IE 11 or higher

Passwords and administrator account	Need administrator password
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<b>Two or more server lines</b>	Network switch, Ethernet cable (cat 5e),
Pin Pad for each line	Model GEN4 USB contact Susan Brady at 800.423-2113 ext. 2925. Pricing.

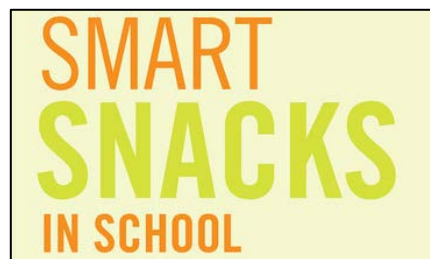
## EXHIBIT “B”

# Smart Snacks/Competitive Foods

The National Breakfast Program (NBP) and the National School Lunch Program (NSLP) have very strict standards to promote the nutritional integrity of foods sold and provided to students.

The following standards are specifically required for foods sold outside of the NBP and NSLP:

- Any food sold 30 minutes after the last lunch period until 30 minutes after the end of the school day must meet the following requirements\*:
  - Be a “whole grain-rich” product; or
  - Have the first ingredient a fruit, vegetable, dairy product, or protein; or
  - Be a combination food that contains at least ¼ cup of fruit and/or vegetable
  - Foods that meet one of the guidelines above must also meet the following nutrient requirements:
    - Calorie limits:
      - Snack: ≤ 200 calories
      - Entrée: ≤ 350 calories
    - Sodium limits
      - Snack: ≤200mg
      - Entrée: ≤480mg
    - Fat limits
      - Total fat: ≤35% of calories
      - Saturated fat: ≤10% of calories
      - Trans fat: ZERO
    - Sugar limits
      - ≤35% of weight from total sugars



\*No competitive foods may be sold from midnight until 30 minutes after the last lunch period.