

# **CHARTER SCHOOL FOOD SERVICE AGREEMENT**

## **SARASOTA SUNCOAST ACADEMY**

This Agreement is made and entered into this 16<sup>th</sup> day of August, 2016, effective August 22, 2016, 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 Suncoast Academy, Inc. ("Sarasota Suncoast"), a charter school in Sarasota County, Florida, pursuant to Section 1002.33, Florida Statutes.

### WITNESSETH:

- 1.1. WHEREAS, Sarasota Suncoast is operating a charter school within Sarasota County; and
- 1.2. WHEREAS, Sarasota Suncoast 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 Sarasota Suncoast, shall make breakfast available to students at a rate of \$1.00 for students with a paid meal status, \$.30 for students eligible to receive reduced priced meals, and no charge for students eligible to receive free meals. 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 22, 2016, and terminate on June 6, 2017, unless sooner terminated as provided herein.

### TERMS AND CONDITIONS

#### 3.1. Meals Provided

The School Board shall provide Sarasota Suncoast 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

Sarasota Suncoast 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. Sarasota Suncoast 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

Sarasota Suncoast 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. Sarasota Suncoast 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 Lakeview Elementary School's Food and Nutrition Services program. Failure to follow NSBP and NSLP reporting requirements may result in discontinuance of the program.

### 3.6. Computer Equipment

Sarasota Suncoast shall provide a complete laptop computer set-up, including the required keypad, as specified by the School Board, delivered to Food and Nutrition Services 2 weeks prior to the first day of school (by August 8, 2016). 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

Any and all equipment owned by the School Board used for or at Sarasota Suncoast is the express property of the School Board. A replacement fee will be assessed to Sarasota Suncoast 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 Sarasota Suncoast. Replacement fees will be assessed to Sarasota Suncoast 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

Sarasota Suncoast will pick up lunches in bulk, and packaged breakfast items at Lakeview Elementary School and immediately return to Sarasota Suncoast. Food must be transported in approved hot and cold food holding equipment.

3.10. Meal Service

Sarasota Suncoast shall be responsible for contacting Lakeview Elementary School 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 Sarasota Suncoast immediately following arrival of the food. Sarasota Suncoast 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: \_\_\_\_\_ 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 one hour before the beginning of school to 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. Meal Charge Policy

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

3.13. Indemnity

Sarasota Suncoast shall indemnify and hold harmless the School Board from and against all liabilities, claims, demands, suits, causes of action, loss and expenses including attorneys fees, of any and every kind and nature arising from the negligent or intentional

