

## **SCHOOL LUNCH PROGRAM AGREEMENT May 13, 2015**

### **1. PURPOSE**

The purpose of this agreement is to establish a cooperative lunch program between the Moscow School District Student Nutrition Program and Palouse Prairie School. Moscow School District will prepare lunches at a Moscow school facility for delivery to Palouse Prairie School.

### **2. TERM**

The term of this agreement shall be for the **2015-2016** school year.

### **3. TERMINATION / CHANGE IN AGREEMENT**

The Moscow School District Student Nutrition Program or Palouse Prairie School may terminate their participation in this agreement or change the terms of this agreement by giving written notice to the other party at least thirty (30) days prior to the date of termination or change, notwithstanding the term of this agreement.

### **4. DUTIES**

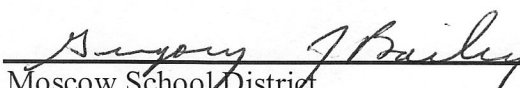
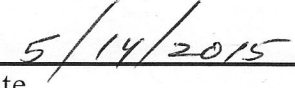
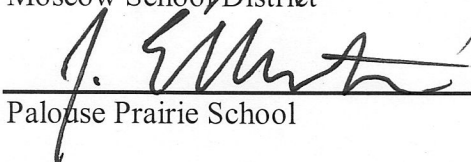
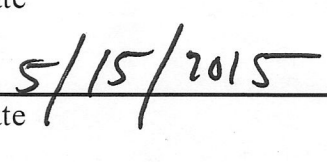
#### **A. The Moscow School District agrees to do the following:**

1. Provide food service for the lunch meal to Palouse Prairie School, 1500 S. Levick Street, Moscow ID 83843. The lunch provided will meet or exceed USDA guidelines, appropriate for age levels of students. Food will be prepared and held in a safe and sanitary manner in agreement with Health Department guidelines. Blank production sheets will be sent monthly for your records as required by the State Department of Education. The meals will be ready for transport at the arranged time.
2. A monthly menu will be provided including the average nutrient content of the meals.
3. With advance notice, an alternate menu may be provided to take student needs and preferences into account.
4. Standard serving pans with covers and appropriate serving utensils will be provided.
5. The Moscow School District will not provide meals in the event of an emergency closure. If Palouse Prairie School is in session on days different than the Moscow School District, lunches can be provided with advance notice.
6. The Moscow School District will submit a bill for the actual number of meals sent on a monthly basis.
7. The Student Nutrition Services Director can be reached at 208-892-1123, E-mail at [pengilly@msd281.org](mailto:pengilly@msd281.org), and by fax at 892-1265.

**B. Palouse Prairie School agrees to do the following:**

1. Take meal count before 9 A.M. and report to the preparation kitchen.
2. Transport food from the preparation kitchen to Palouse Prairie School.  
Palouse Prairie School assumes responsibility for temperature control after arranged time for pick up.
3. Use approved food transport units.
4. Palouse Prairie School personnel will return transport units, pans, and utensils to the preparation school by 1 P.M.
5. State Department of Education contracts and reimbursement claims will be the responsibility of Palouse Prairie School, with reimbursements issued to Palouse Prairie School.
6. Please give advance notice of eight weeks for preparation of materials for State Department of Education Nutrition Reviews
7. Palouse Prairie School staff will supervise service of food to students to insure portion control.
8. Palouse Prairie School allocation of USDA foods will be issued to the Moscow School District by selecting that option on the sponsor application with SDE approval.
9. **The meals will be furnished at the rate of**
  - \$2.70/ lunch grades k to 5, \$2.90 Salad Selection meals
  - \$3.15/ lunch grades 6 to 8, \$3.35 Salad Selection meals
  - \$4.35 adults, \$4.55 Salad Selection meals
10. This price includes a half-pint of milk. Additional cartons of milk can be ordered for students bringing a meal from home for \$0.35.
11. **The preparation kitchen will be West Park School, 510 Home Street.**
12. Palouse Prairie School will furnish plates, flatware, napkins, gloves and cups. If desired, these items can be ordered through the Moscow School District office and will be billed monthly.
13. Allergy information must be communicated to the preparation school when a student with a health condition plans to have lunch. Advance notice (at the time of the meal count) is required to allow for adequate time to read food labels and check ingredients. We want to provide meals that are safe for all students.

Signatures:

 Moscow School District	 Date
 Palouse Prairie School	 Date