

**Food Service Management Company/Vendor  
Invitation for Bid and Contract Submission Form**

Prior to beginning the bid solicitation process, submit this completed form along with all *Invitation for Bid and Contract* documents to the Illinois State Board of Education (ISBE) per instructions. When the documents submitted are deemed in compliance with federal and state regulations and statutes, ISBE will provide written notification to the school food authority authorizing the school food authority to begin the bid solicitation process. Allow a minimum of 30 days for ISBE to complete the initial review of the documents.

**A. School Food Authority (SFA) Information**

Agreement Number (RCDT Code) 40-056-0060-26-0000  
School Food Authority Staunton Community Unit School District #6  
Address, City, Zip Code 801 N. Deneen Street, Staunton, IL 62088

Authorized Representative (as listed on sponsor application) Dan W. Cox  
Phone Number (618) 635-2962 Ext. 222 Email dcox@stauntonschools.org

Contract Contact Person (for purposes of this proposed contract) Dan W. Cox  
Phone Number (618) 635-2962 Ext. 222 Email dcox@stauntonschools.org

**B. Current Contract(s)**

Food Service Management Company (FSMC)/Vendor Name SAPCO  
Contract Type (circle one)      FSMC      Vendor      None  
Expiration Date (including renewal options) 06-30-18

If the SFA has more than one contractor, please use additional paper.

**C. General Information**

School food service personnel are employed by (circle one):      SFA      Contractor      Both  
Does the SFA offer summer school?      Yes \_\_\_\_\_      No X

School-Based Child Nutrition Programs currently offered by the SFA include (Check all that apply):

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> National School Lunch Program | <input type="checkbox"/> Summer Food Service Program       |
| <input checked="" type="checkbox"/> School Breakfast Program      | <input type="checkbox"/> Seamless Summer Option            |
| <input type="checkbox"/> After-School Care Program                | <input type="checkbox"/> Child and Adult Care Food Program |
| <input type="checkbox"/> Special Milk Program                     |  |

- C. 1. STA will be using a transition model for employees. The STA shall keep all current employees. Once those employees leave, the FSMC will hire employees on behalf of the District and under employment with the FSMC.

**D. Other Agreements**

List all other district(s)/school(s) for which you provide meals. Use additional paper if necessary.

N/A

**E. Projected Dates**

Allow a recommended minimum of 28 days between the newspaper advertisement and the public bid opening.

- 1) Newspaper Advertisement 04-02-18  
2) Pre-Bid Conference (if applicable) 04-19-18 <sup>Date</sup> 801 N. Deneen St. Staunton <sup>Location</sup>  
3) Public Bid Opening 05-10-18 <sup>Date</sup> Staunton CUSD #6 Board Office <sup>Location</sup>  
4) Contract Award 05-21-18 <sup>Date</sup>

**F. Certification Statement**

I hereby confirm the *Invitation for Bid and Contract* documents submitted to the Illinois State Board of Education have been reviewed by the school food authority's legal counsel as necessary to ensure compliance with all local regulations, statutes, and policies.

[Signature] <sup>Authorized Representative Signature</sup> Superintendent <sup>Title</sup> 01-26-18 <sup>Date</sup>

Email/Fax/Mail: Kristina Shelton  
Nutrition and Wellness Programs  
Illinois State Board of Education  
100 North First Street W270  
Springfield, IL 62777-0001  
kshelton@isbe.net  
Fax: 217-524-6124

**Invitation for Bid**

**and Contract**

**Nonprofit School Food Service**

**Food Service Management Company**

**Staunton**

**Community Unit School District 6**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

**FOOD SERVICE MANAGEMENT  
BID REQUEST**

**INSTRUCTIONS TO BIDDERS**

The Board of Education of Staunton CUSD 6 (the school food authority - SFA) will receive bids from food service management companies (FSMC) for Food Service Management until **May 10, 2018** at 2:00pm which time they will be opened and read aloud.

Bids are to be addressed to:                      Mr. Dan W. Cox, Superintendent  
   Staunton Community Unit School District 6  
   801 N Deneen Street  
   Staunton, IL 62088

A total of three (3) bid packets are to be enclosed in a sealed package clearly marked:

**"Staunton Community Unit School District 6"**  
**"Sealed Bid - FOOD SERVICE MANAGEMENT"**  
**Opening: May 10, 2018**

The Board of Education reserves the right to reject any or all bids in whole or in part or to accept that bid which meets the criteria established by the SFA. A contract will be awarded only after a formal notice is given to a vendor as determined by the Board of Education. The Board of Education reserves the right to waive any and all formalities.

**INTRODUCTION**  
**2018 - FOOD SERVICE**  
**INVITATION TO BID TIMELINE**  
(Subject to change at State/District discretion)

March 5, 2018	<b>Submission #1</b> - all Invitation to Bid and Contract documents submitted to ISBE for review to determine regulatory compliance
??????	First Approval from ISBE
April 2, 2018	Advertisement for IFB
April 19, 2018 – 10:00am	Pre-bid meeting – April 19, 2018 – 10:00am Location: 801 N Deneen St Staunton, IL 62088 – District
May 3, 2018	Final questions to District from FSMC
May, 8, 2018	Final clarifications or addendums to FSMC
May 10, 2018	Bid due Public Bid Opening – 2:00 p.m.
May 14, 2018	<b>Submission #2</b> – following documents submitted to ISBE for review after bid-opening prior to the contract award: <ul style="list-style-type: none"> <li>• Newspaper Advertisement with dated of publication</li> <li>• List of bidders that received the solicitation/contract documents and all addenda issued – include date mailed/delivered</li> <li>• List of bidders in attendance</li> <li>• Bid summary form for each bid received</li> <li>• Correspondence from bidders opting not to bid</li> <li>• Completed Bid Criteria Analysis sheet summarizing all bids received</li> </ul>
May 21, 2018	Board of Education Approval
May 28, 2018	<b>Submission #3</b> – Post-Contract Award Summary Sheet along with: <ul style="list-style-type: none"> <li>• Executed copy of the contract – signed Bid Summary form</li> <li>• Signed copy of the Bid-Rigging Certification form</li> <li>• Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions</li> <li>• Signed copy of the Certification Regarding Lobbying</li> <li>• Signed copy of the Disclosure of Lobbying Activities</li> </ul>

## **INTRODUCTION**

This Invitation for Bid (IFB) is for the purpose of obtaining bids to provide Food Service Management services for the Staunton Community Unit School District 6. The goal of the Food Service Program is to provide nutritionally balanced meals of high quality to students at an economical price in an attractive, appealing and friendly environment. The vendor is to provide bids for School Breakfast and Lunch Programs.

All bids should be complete, carefully worded and must convey all of the information requested in order to be considered responsive. The IFB response shall be submitted in the format described below by the SFA. A total of three **(3) copies** of the bid should be submitted on or before the date and time specified.

## **PRE-BID MEETING**

A pre-bid meeting will be held on **April 19, 2018 at 10:00am** at the Board of Education Office, located at 801 N. Deneen St. Staunton, IL 62088. The purpose of this meeting will be to answer questions from the bidders. Attendance at this meeting is mandatory.

Tour of selected the facility will follow the meeting. FSMC should allow for one hour to complete the tour.

## **BID FORMAT**

Bids must be concise and in outline format. Pertinent supplemental information should be referenced and included as exhibits.

### **1 Required Documents**

- A. List the name, address, email address, and telephone number of the person to be contacted regarding this IFB response signed by an officer of the FSMC.
- B. Proof of Insurance as required.
- C. Bid Summary Sheet from this IFB.

### **2 Company Overview**

- A. Provide a brief description of your Company. (Limit 5 pages).
- B. References: List at least five (5) references the SFA may call to check on FSMC performance and experience. Please include reference name, address, contact name, and phone number.

### **3 Marketing Programs**

- A. Describe your Marketing Plans. Include all grade levels.
- B. Describe your plans regarding involvement of students, parents and staff.
- C. Describe your company's nutrition education programs.

4 Human Resources

- A. Provide your company's organization setup (include an organizational chart). Describe your off-site support.
- B. Describe your programs for personnel development, both management and hourly employees.

5 Exhibits

- A. FSMC is to include the signed required USDA documents here.
  - Signed copy of the Bid-Rigging Certification form
  - Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions
  - Signed copy of the Certification Regarding Lobbying
  - Signed copy of the Disclosure of Lobbying Activities
- B. FSMC is free to show other pertinent information. (IE. company financial statements, etc.).



## **SECTION 1 INSTRUCTIONS TO BIDDERS**

- 1.1. This Invitation for Bid (IFB) is for the purpose of obtaining bids to provide Food Service Management services for the Staunton Community District #6. The goal of the Food Service Program is to provide nutritionally balanced meals of high quality to students at an economical price in an attractive, appealing and friendly environment.

### **LUNCH AND BREAKFAST MEAL SERVICE**

- 1.2. A pre-bid meeting will be held on April 19, 2018 at 10:00 am at the Board of Education office, located at 801 N Deneen Street, Staunton, IL 62088. The purpose of this meeting will be to answer questions from the bidders. Attendance at this meeting is mandatory. Tours of selected schools will follow the meeting. FSMC should allow for the entire day to complete the tours.
- 1.3. Bid submission date May 10, 2018 at 2:00 pm following the Instruction to Bidders as described in the Introduction.
- 1.4. All questions must be submitted by e-mail to [dcox@stauntonschools.org](mailto:dcox@stauntonschools.org). The deadline for submitting questions will be 4:00 pm on May 3, 2018.
- 1.5. Hereinafter, school food authority (SFA) shall refer to Staunton Community Unit School District 6.
- 1.6. Hereinafter, food service management company (FSMC) shall refer to the contractor awarded this Contract.
- 1.7. If clarification of the specifications/instructions is required, the SFA will clarify the specifications/instructions in the form of an addendum issued to all prospective bidders. If the SFA issues any changes to this Invitation for Bid (IFB), acknowledgement of receipt of such changes must be made to the SFA in writing, signed by an individual authorized to legally bind the bidder, and included in the bidder's bid package. If changes to the IFB are not acknowledged, the SFA retains the right to reject the bid as non-responsive. No addenda will be issued within 7 working days of the time and date set for the bid opening. Should the SFA determine that clarification of the specifications/instructions is necessary within 7 working days of the time and date set for the bid opening, the time and date set for the bid opening will be delayed to allow issuing an addendum.
- 1.8. The subject matter of this IFB is subject to legislative changes either by the federal or state government. If any such changes occur prior to contract award, then all bidders will have the opportunity to modify their bids to reflect such changes. If any such changes occur after a contract award has been made, then the SFA (i) reserves the right to negotiate modifications to the Contract reflecting such legislative changes; and (ii) shall have no obligation to provide unsuccessful bidders with the opportunity to modify their bids to reflect such legislative changes.

## **SECTION 2 GENERAL CONDITIONS**

- 2.1 Bids shall be submitted on the forms provided with these specifications. Bids shall be in a sealed envelope properly marked with the title of the bid, date and time of opening, and delivered to Mr. Dan W. Cox, Superintendent, Staunton Community Unit School District 6 on or before May 10, 2018 at 2:00pm. All certifications contained herein must be signed and submitted with the bid.
- 2.2 Bids submitted after the date and time specified will not be considered and will be returned, unopened to the appropriate bidder. Post marks or dating of documents will be given no consideration in the case of late bids. No bid received after the date and time specified will be considered. The bidder assumes the risk of any delay in the handling or delivery of mail.
- 2.3 The Board of Education reserves the right to reject any and all bids when there are sound documented reasons to do so, in whole or in part or to accept that bid which meets the criteria established by the SFA. When a contract will be awarded only after a formal notice is given to a vendor as determined by the Board of Education. The Board of Education reserves the right to waive any and all formalities.
- 2.4 All bids shall be submitted with each space properly completed. The special attention of Bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the Bids as submitted. Should a bidder find any discrepancies in or omissions from any of the documents, or be in doubt as to their meanings, he shall advise SFA who will issue the necessary clarifications to all prospective bidders by means of addenda.
- 2.5 No deviations or exceptions from the specifications and conditions will be permitted.
- 2.6 The submission of a bid by a FSMC will be construed as an indication that it is fully informed as to the extent and character of the service required and can offer the services satisfactorily in compliance with the specifications.
- 2.7 Bids may be withdrawn by letter, telegram or in person prior to the time and date established for the opening of bids
- 2.8 Once In accordance with Illinois law, once the bids have been opened, such bids may not be modified in any way without the written approval of SFA. All bidders will be bound by any and all math calculations, misquotes or mistakes of any kind once the bids have been opened.
- 2.9 No employee of SFA is to be extended any form of gratuity in connection with this bid.
- 2.10 SFA will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. Representatives from SFA reserve the right to inspect the company's facilities and other food service operation under its management prior to any award of this contract at the expense of the interested company.

- 2.11 All bids shall remain valid and subject to acceptance for a period of ninety (90) days after the bid opening date. Award of the Contract shall be made to the lowest responsive, responsible bidder as determined by the SFA, based on the criteria and specifications outlined in the IFB and further set forth in the Contract.
- 2.12 The meal rates and fees bid must be calculated based on the menu(s) in Exhibit B and on the projected annual units provided on the *Bid Summary* form, both attached herein. Rates must be provided per unit with the exception of the *A la Carte Management Fee* which, if bid, must be a lump sum. All other estimated line item totals shall be computed by multiplying the projected annual units by the rate bid per unit. Estimated totals must be carried out to the second decimal place and must not be rounded. In any case of errors in the extension of the estimated total(s), the actual unit rates shall govern.
- 2.13 Bid Bond: Not Required
- 2.14 Performance Bond: Not Required
- 2.15 The SFA must adhere to applicable bidding practices established by State law and good administrative practice. A FSMC claiming wrongful treatment must formally notify the Superintendent within 30 calendar days from the date of the bid award questioned. The Superintendent will provide a formal response to the FSMC within 15 calendar days. A FSMC not satisfied with that response may appeal the decision to the Superintendent or Designee, provided such appeal is received within 15 calendar days after the response from the Superintendent. If the appeal is not filed within that period, no other SFA redress will be required. All protests will be disclosed to the Illinois State Board of Education Nutrition Programs Division.
- 2.16 No bid will be accepted from, or contract awarded to, any person, firm, or corporation that is in arrears or is in default to the SFA upon any debt or contract, or is a defaulter, as surety or otherwise, upon any obligation to said SFA, or has failed to perform faithfully any previous contract with the SFA.
- 2.17 All completed bids and supporting documentation submitted shall be the property of the SFA.
- 2.18 Until such time as a Contract is awarded, no bidder, prospective or otherwise, shall be provided access to any supporting bid documents received by the SFA. All supporting bid documents shall be held strictly confidential and shall be reviewed and evaluated solely by SFA employees. Such documents shall not be released for distribution under the Freedom of Information Act until such time as the Contract has been awarded. Violation of this clause by any bidder, prospective or otherwise, shall result in automatic disqualification of the bidder from being awarded the Contract. Violation of this clause by an SFA may result in (1) temporary withholding of cash payments pending correction of the deficiency by the SFA or other more severe enforcement action; (2) disallowing of both, use of funds and matching credit for all or part of the cost of the activity or action not in compliance; (3) whole or partial suspension or termination of the SFA's program; (4) withholding of further awards for the program; or (5) other remedies that may be legally available. Actions that result in the violation of law will be referred to the appropriate local, State or Federal authority having jurisdiction.

### **SECTION 3 SCOPE**

- 3.1 The food service provided shall be operated and maintained as a benefit to the SFA's students, faculty, and staff.
- 3.2 The food service shall be managed to promote maximum participation in the Child Nutrition Programs.
- 3.3 The food service management company (FSMC) shall have the exclusive right to manage the Child Nutrition Programs at the sites specified on Exhibit A.
- 3.4 The FSMC shall provide the type of food service at sites as specified on Exhibit A for approximately 176 annual serving days during each Term of the Contract.
- 3.5 The SFA may at any time during the Term of the Contract add or remove sites and/or meal periods for programs covered by this contract unless the addition or removal of sites and/or meal periods creates a material or substantive Contract change.
- 3.6 The SFA reserves the right to maintain, add, and/or remove present food and beverage vending machines in its facilities.
- 3.7 The FSMC shall be an independent contractor and not an employee of the SFA. The employees of the FSMC shall be considered solely employees of the FSMC and shall not be considered employees or agents of the SFA in any fashion.
- 3.8 The FSMC shall conduct the food service to ensure compliance with the rules and regulations of the Illinois State Board of Education and the United States Department of Agriculture (USDA) regarding Child Nutrition Programs.
- 3.9 The SFA shall be legally and financially responsible for the conduct of the food service and shall supervise the food service to ensure compliance with the rules and regulations of the Illinois State Board of Education and the United States Department of Agriculture regarding Child Nutrition Programs.

## SECTION 4 SCHOOL FOOD AUTHORITY RESPONSIBILITIES

- 4.1 The SFA shall ensure the food service is in conformance with its *Permanent Agreement* and the *Policy Statement for Free Meals, Free Milk, and Reduced-Price Meals*.
- 4.2 The SFA shall retain control of the quality, extent, and general nature of its food service and the prices to be charged for meals, milk, a la carte items, adult meals, and vending machine items, as applicable.
- 4.3 The SFA shall monitor the food service through periodic on-site reviews to include the inspection of meals, food preparation, storage and service areas, sanitation practices, and procedures for accurately counting and claiming meals provided that nothing in this paragraph shall be construed as to relieve the FSMC of its independent obligation to provide proper oversight and supervision of its operations or to otherwise comply with State and Federal rules and/or regulations.
- 4.4 The SFA shall approve the menus and recipes for meals and other food to be served or sold to students to ensure compliance with the rules and regulations of the Illinois State Board of Education and the United States Department of Agriculture.
- 4.5 The SFA shall inform the FSMC of any adjustments to menus and monitor implementation of adjustments.
- 4.6 The SFA shall approve all a la carte items and the prices charged for those items in advance of sale by the FSMC.
- 4.7 The SFA shall retain signatory authority on the Illinois State Board of Education *Annual School Application for Participation in Child Nutrition, Illinois Free Breakfast and Lunch, and Food Distribution Programs*; the *Policy Statement for Free Meals, Free Milk, and Reduced-Price Meals*; the *Permanent Agreement*; and the *Child Nutrition Program Monthly Claim for Reimbursement*.
- 4.8 The SFA shall establish internal controls which ensure the accuracy of meal counts prior to the submission of each *Monthly Claim for Reimbursement* including:
  - On-site reviews of the meal counting and claiming system,
  - Reviews of meal count data for each site, and
  - Edit checks of meal count data against the product of the eligibility data times an attendance factor.
- 4.9 The SFA shall ensure USDA Foods received for use by the SFA and made available to the FSMC are utilized within the specified Term of this Contract in the SFA's food service operation for the preparation and service of meals and for other allowable uses in accordance with the Code of Federal Regulations, 7 C.F.R. Part 250.
- 4.10 The SFA shall maintain and post, in a publicly visible location, all reports on the most recent food safety inspection, and provide a copy of the food safety inspection reports to a member of the public upon request.
- 4.11 The SFA shall assure all state and local regulations are met by the FSMC preparing or serving meals at SFA facilities.

- 4.12 The SFA shall establish and maintain an advisory board composed of parents, teachers, and students to assist in menu planning.
- 4.13 The SFA shall be responsible for receiving medical statements regarding students' disabilities/special dietary needs and shall ensure the FSMC complies with all special dietary accommodation requirements. Substitutions are made on a case-by-case basis and must be supported by a statement of the need for substitutes that includes the recommended alternate foods, unless otherwise exempted by the Food and Nutrition Service, USDA. In the case of a student with disabilities, the statement must be signed by a medical doctor. For students without disabilities, the statement must be signed by a recognized medical authority.
- 4.14 The SFA shall distribute and collect the letter and household applications for free and reduced-price meals or milk and determine eligibility of students for meal benefits.
- 4.15 The SFA shall verify applications for free and reduced-price meals and conduct any appeals or hearings for eligibility determinations.
- 4.16 The SFA shall be responsible for resolution of program reviews and audit findings.
- 4.17 The SFA director must ensure that the FSMC employees providing services for the school meal programs have the required Professional Standard Regulations annual training. Therefore, the SFA must require the FSMC to provide documentation showing the training hours and topics completed by the employees.

**SECTION 5**  
**FOOD SERVICE MANAGEMENT COMPANY RESPONSIBILITIES**

- 5.1 The FSMC shall provide its services hereunder at all times in accordance with generally accepted standards of care and best practices in the industry.
- 5.2 The FSMC shall serve, on such days and at such times as requested by the SFA:
  - 5.2.1 Breakfasts, priced as a unit, which meet USDA requirements
  - 5.2.2 Lunches, priced as a unit, which meet USDA requirements
  - 5.2.3 Other foods as agreed upon by the FSMC and SFA, pursuant to applicable regulatory requirements
- 5.3 The FSMC shall serve free, reduced-price, and paid meals and/or free milk to those children designated by the SFA.
- 5.4 The FSMC shall implement the collection procedures as specified by the SFA and approved by the Illinois State Board of Education.
- 5.5 The FSMC shall implement the *Offer versus Serve* provision at the food service sites specified by the SFA on Exhibit A.
- 5.6 The FSMC shall adhere to the 21-day cycle menu(s) and portion sizes specified by the SFA on Exhibit B for the first 21 days of meal service. Thereafter, changes in the menu(s) may be made with prior approval of the SFA who shall ensure all foods and beverages are of equivalent or better quality and variety as the foods and beverages required for the first 21 days of meal service. The meals must meet the Food-Based Meal Pattern as designated herein by the SFA for each Term of the Contract, if applicable. Meals must adhere to all calorie ranges and meet the nutrition standards for National School Lunch, School Breakfast, and/or summer meals programs for the age/grade groups of school children as listed in Exhibit C.
- 5.7 The serving sizes provided by the SFA on the 21-day cycle menu(s) in Exhibit B are, in most cases based on the required minimum serving sizes stated in Exhibit C. If the serving sizes for the food items indicated on the menu(s) do not meet the required average daily calorie ranges per five-day week and the nutrient standards as stated in Exhibit C, the FSMC must adjust the serving sizes and/or provide additional food items as necessary to meet the required calorie ranges and nutrient standards while meeting all Food-Based Meal Pattern requirements and without significantly altering the 21-day cycle menu(s).
- 5.8 The FSMC shall be responsible for providing meals and menus appropriate for the age of the students served and acceptable to students evidenced by a minimum of plate waste and participation levels in the National School Lunch, School Breakfast, and/or summer meals programs, as applicable.
- 5.9 The FSMC shall participate in the parent, teacher, and student advisory board.
- 5.10 The FSMC shall adhere to and assist in the implementation, enforcement, and evaluation of all nutrition-related requirements in the SFA's Local Wellness Policy. The FSMC shall remain informed of increasing industry standards and assist the SFA in modifying its Local Wellness Policy to reflect the highest current nutrition-related standards. Refer to Exhibit H.

- 5.11 The FSMC shall cooperate with the SFA in promoting nutrition education and coordinating the SFA's food service with classroom instruction.
- 5.12 The FSMC shall use SFA facilities for preparation of food to be served as specified on Exhibit A.
- 5.13 The FSMC is required to substitute food components of the meal pattern for students with disabilities in accordance with 7 C.F.R. § 15b when the disability restricts their diet and is permitted to make substitutions for students without disabilities when they are unable to eat regular meals because of a medical or special dietary need. Refer to the requirements outlined in Section 4.
- 5.14 The FSMC shall deposit daily all monies in the SFA's nonprofit food service account.
- 5.15 The FSMC shall comply with all local and state sanitation requirements.
- 5.16 It will be the joint responsibility of the SFA and the FSMC to protect the anonymity of all children receiving free or reduced-price meals, and methods for ensuring anonymity shall be jointly agreed upon; provided that nothing in this paragraph shall be construed to relieve the FSMC of its independent obligation to protect the anonymity of all children receiving free or reduced-price meals and to provide the required quality and extent of goods and services hereunder.
- 5.17 At the SFA's discretion, the SFA may conduct performance reviews of the FSMC's performance under the Contract. Any services performed under this Contract shall be subject to a performance review. The FSMC shall cooperate with the SFA in these reviews, which may require the FSMC to provide records of its performance. Performance reviews may be used by the SFA to determine whether to enter into future contractual relationships with the FSMC, including subsequent Contract renewal Terms, as applicable. Performance reviews may include, but are not limited to:
- Completion and performance of contractual services rendered;
  - Adherence to the meal pattern and food specification requirements, including quality and variety;
  - Performance on SFA On-Site Reviews and status of required corrective action, if any;
  - Performance on State and/or Federal reviews and status of required corrective action, if any;
  - Participation trends, including program participation compared to a la carte sales;
  - Responsiveness of local staff and management to the SFA's needs, including the Advisory Board and Local Wellness Committee, as applicable; and
  - Responsiveness of regional management to the SFA and local staff/management.



## SECTION 6 USDA FOODS

- 6.1 Any USDA Foods received for use by the SFA and made available to the FSMC shall be utilized within the specified Term of this Contract in the SFA's food service operation for the preparation and service of meals and for other allowable uses in accordance with the Code of Federal Regulations, 7 C.F.R. Part 250.
- 6.2 The FSMC shall accept and use USDA Foods in as large a quantity as may be efficiently utilized in the nonprofit food service subject to approval of the SFA. The SFA and FSMC must order USDA Foods on the Illinois Commodity System (ICS) in quantities sufficient to receive and credit the SFA for USDA Foods totaling at least 85% of the SFA's annual USDA Foods entitlement amount. The SFA's USDA Foods entitlement amount for the current school year is stated in Exhibit D.
- 6.3 The FSMC shall manage all USDA Foods to ensure the USDA Foods are utilized in the SFA's food service.
- 6.4 The FSMC shall utilize all USDA ground beef, ground pork, and processed end products received in the SFA's food service. Commercially-purchased foods shall not be substituted for these foods.
- 6.5 The FSMC shall utilize all other USDA Foods, or substitute commercially-purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the USDA Foods as determined by the SFA, in the SFA's food service.
- 6.6 The FSMC shall credit the SFA's monthly bill/invoice the current market value of all USDA Foods received during each Contract Term as the USDA Foods are used in the SFA's food service. The FSMC must credit the SFA for all USDA Foods received for use in the SFA's food service each Contract Term whether the USDA Foods have been used or not. Such credit shall be issued in full prior to the expiration of each Contract Term.
- 6.7 Credit issued by the FSMC to the SFA for USDA Foods received during each Contract Term and used in the SFA's food service shall be recorded on the monthly bill/invoice as a separate line item entry and shall be clearly identified and labeled. Attached to the invoice shall be a detailed list identifying each received USDA Foods item used in the SFA's food service and each USDA Foods item credit issued for unused USDA Foods, along with the current market value as issued by the Illinois State Board of Education.
- 6.8 The current market value of USDA Foods is based on the prices issued by the Illinois State Board of Education in compliance with 7 C.F.R. § 250.58(e).
- 6.9 The SFA shall ensure the method and timing of crediting does not cause its cash resources to exceed limits established in 7 C.F.R. § 210.9(b)(2).
- 6.10 At the end of each Contract Term and upon expiration or termination of the Contract, a reconciliation shall be conducted by the SFA to ensure and verify correct and proper credit has been received for the full value of all USDA Foods received by the FSMC during each Contract Term for use in the SFA's food service.

- 6.11 The SFA shall verify receipt of USDA Foods shipments through its electronic records or by contacting the Illinois State Board of Education or processor as applicable.
- 6.12 The SFA reserves the right to conduct USDA Foods credit audits throughout each Contract Term to ensure compliance with federal regulations 7 C.F.R. Part 210 and Part 250.
- 6.13 The FSMC may store and inventory USDA Foods together with commercial foods purchased for use in the SFA's food service. The FSMC must meet all storage and inventory management requirements outlined in 7 C.F.R. Part 250. USDA ground beef, ground pork, and processed end products shall be stored in a manner that ensures usage in the SFA's food service.
- 6.14 The FSMC must accept liability for any negligence on their part that results in any loss, damage, out of condition, or improper use of USDA Foods not yet credited to the SFA, and shall credit the SFA either monthly or through a fiscal year-end reconciliation.
- 6.15 The SFA and FSMC shall consult and agree on end products to be produced from USDA Foods during each Contract Term. If the SFA and FSMC cannot agree on end products, the FSMC shall utilize the USDA Foods in the form furnished by the USDA.
- 6.16 The SFA shall have processing contracts in place when a commercial facility processes or repackages USDA Foods. The FSMC shall pay all related processing fees and costs. The SFA shall not be responsible for any costs associated with processing USDA Foods. The Illinois Recipient Agency Processing Contract, Illinois State Master Processing Contract, or National Processing Contract must be used as the basis for the processing agreement as determined by the Illinois State Board of Education. The terms and conditions of the processing contract must comply with 7 C.F.R. Part 250. In accordance with 7 CFR 250.51(a), the FSMC must credit the SFA for the full value of all USDA Foods received for use in the SFA's meal service in a school year or fiscal year (including both entitlement and bonus foods). This includes crediting for the value of USDA Foods contained in processed end products (per 6.19 below).
- 6.17 The FSMC shall not enter into subcontracts for further processing of USDA Foods.
- 6.18 The FSMC shall be responsible for all delivery and freight/handling costs associated with USDA Foods. The SFA shall be responsible for all storage and warehousing costs associated with USDA Foods. The SFA shall provide reimbursement to the FSMC for USDA Foods that are lost, damaged, or become out-of-condition due to the SFA's own negligence and for which the FSMC has already credited the SFA. Approximate annual delivery, freight/handling costs are \$90.90.

- 6.19 If the FSMC acts as an intermediary between a processor and the SFA, the FSMC shall credit the SFA for the value of USDA Foods contained in the processed end products at the USDA Foods processing agreement value unless the processor is providing such credit directly to the SFA. Such credit shall be issued to the SFA on the monthly bill/invoice as a separate line item entry and shall be clearly identified and labeled.
- 6.20 The FSMC shall have records maintained and available to substantiate the receipt, use, storage, and inventory of USDA Foods. The FSMC must submit to the SFA monthly inventory reports showing all transactions for processed and/or non-processed USDA Foods.
- 6.21 The SFA, Illinois State Board of Education, Comptroller General, and U.S. Department of Agriculture, or their duly authorized representatives, may perform on-site reviews of the FSMC's food service operation, including the review of records, to ensure compliance with the requirements of this Contract and federal regulations 7 C.F.R. Part 210 and Part 250.
- 6.22 The FSMC shall return all unused USDA ground beef products, ground pork products, and processed end products to the SFA upon termination, expiration, or non-renewal of the Contract.
- 6.23 At the discretion of the SFA, the FSMC may be required to return other unused USDA Foods to the SFA upon termination, expiration, or non-renewal of the Contract.
- 6.24 The SFA shall retain title to all USDA Foods provided to the FSMC for use in the SFA's food service.
- 6.25 The bid rate per meal must be calculated as if no USDA Foods were available.

**SECTION 7**  
**PURCHASES/BUY AMERICAN**

- 7.1 The FSMC shall retain title of all purchased food and nonfood items.
- 7.2 The FSMC shall purchase, to the maximum extent practicable, domestic commodities or products which are either an agricultural commodity produced in the United States or a food product processed in the United States substantially using agricultural commodities produced in the United States (U.S.).
- 7.3 The FSMC shall not substitute commercially-purchased foods for USDA ground beef, ground pork, and processed end products received.
- 7.4 The FSMC may substitute commercially-purchased foods for all other USDA Foods received. All commercially-purchased food substitutes must be of the same generic identity as the USDA Foods received, of U.S. origin, and of equal or better quality than the USDA Foods as determined by the SFA.
- 7.5 The SFA shall ensure commercially-purchased foods used in place of USDA Foods received are of the same generic identity as the USDA Foods received, of U.S. origin, and of equal or better quality than the USDA Foods as determined by the SFA.
- 7.6 The FSMC shall certify the percentage of U.S. content in the products supplied to the SFA.
- 7.7 The SFA reserves the right to review FSMC purchase records to ensure compliance with the *Buy American* provision in 7 C.F.R. Part 250.
- 7.8 The FSMC shall provide Nutrition Facts labels and any other documentation requested by the SFA to ensure compliance with U.S. content requirements.
- 7.9 For the duration of the Contract and all subsequent renewal Terms, as applicable, the FSMC shall purchase foods and beverages that are equivalent or better in quality and variety as those items required in the 21-day cycle menu, per the requirements outlined above, Exhibit B, and the food specifications contained herein.

## **SECTION 8 USE OF FACILITIES AND EQUIPMENT**

- 8.1 The SFA shall make available without any cost or charge to the FSMC, the areas and premises agreeable to both parties in which the FSMC shall render its services.
- 8.2 The SFA shall furnish and install any equipment and make any structural changes needed to comply with federal, state, and local laws, ordinances, rules, and regulations.
- 8.3 The current contractor does not own any equipment used in the SFA's facilities.
- 8.4 The FSMC shall not use the SFA's facilities to produce food, meals, or services for other organizations or otherwise use the facilities of the SFA for any reason other than those specifically provided for in this Contract without the express written consent of the SFA.
- 8.5 The FSMC and SFA shall inventory the equipment and supplies owned by the SFA at the beginning of the school year and the end of the school year, including but not limited to flatware, trays, chinaware, glassware, and kitchen utensils. The FSMC will be responsible for correcting any discrepancies and any equipment repairs that are not the result of normal wear and tear within 30 days of the end-of-the-school-year inventory.
- 8.6 The SFA shall repair and service equipment except when damages result from the use of less-than-reasonable care by the FSMC employees or agents as determined by the SFA. When damage results from less-than-reasonable care on the part of any FSMC employees or agents, it will be the FSMC's responsibility to repair and service the damaged equipment, incurring all applicable fees and costs, within a reasonable timeframe to ensure no disruption in service.
- 8.7 The SFA reserves the right, at its sole discretion, to use its facilities to sell or dispense any food or beverage before or after regularly scheduled lunch or breakfast periods provided such use does not interfere with the operation of the Child Nutrition Programs.
- 8.8 The SFA shall return facilities and equipment to the FSMC in the same condition as received when the SFA uses the facilities for extra-curricular activities.
- 8.9 The FSMC shall maintain the inventory of expendable equipment necessary for the food service and at the inventory level as specified by the SFA.
- 8.10 The SFA shall be legally responsible for any losses of USDA Foods which may arise due to equipment malfunction or loss of electrical power not within the control of the FSMC.
- 8.11 The FSMC and/or its employees or agents shall not remove equipment or property of the SFA from the SFA's premises including, but not limited to, food preparation and/or serving equipment.
- 8.12 The FSMC shall provide written notification to the SFA of any equipment belonging to the FSMC within ten days of its placement on SFA premises.
- 8.13 The SFA shall not be legally responsible for loss or damage to equipment and/or vehicles owned by the FSMC and located on SFA premises.
- 8.14 The SFA shall provide sanitary toilet facilities for the FSMC employees.

- 8.15 The SFA shall have access, with or without notice to the FSMC, to all SFA facilities used by the FSMC for inspection and audit purposes.
- 8.16 The FSMC shall surrender all equipment and furnishings in good repair and condition to the SFA upon termination of the Contract, reasonable wear and tear excepted.
- 8.17 The SFA must give prior approval and have final authority for the purchase of equipment used for the storage, preparation, serving, and/or delivery of school meals.
- 8.18 The SFA retains title to all property and equipment when placed in service. If the property and/or equipment is amortized through the FSMC and the Contract expires or is terminated, the SFA can return the property to the FSMC for full release of the unpaid balance or continue to make payments in accordance with amortization schedules.

## **SECTION 9 SANITATION**

- 9.1 The FSMC shall place garbage and trash in containers as specified by the SFA and place them in designated areas.
- 9.2 The SFA shall remove all garbage and trash from the designated areas.
- 9.3 The SFA shall clean the kitchen area including, but not limited to, sinks, counters, tables, chairs, flatware, and utensils.
- 9.4 The SFA shall operate and care for all equipment and food service areas in a clean, safe, and healthy condition in accordance with standards acceptable to the SFA and comply with all applicable laws, ordinances, regulations, and rules of federal, state, and local authorities.
- 9.5 The SFA shall clean grease traps, walls, floors, light fixtures, window coverings, and ducts and hoods above the filter line.
- 9.6 The SFA shall provide extermination services as needed.
- 9.7 The SFA shall clean the dining/cafeteria area, including tables, chairs, and floors after the meal service.

## SECTION 10 EMPLOYEES

- 10.1 The FSMC shall comply with all wage and hours of employment regulations of federal and state law.
- 10.2 The SFA shall pay all SFA employees in accordance with the Fair Labor Standards Act and any other applicable statutes.
- 10.3 The FSMC and SFA recognize that one of the most important elements of a successful food service program is the staff employed to administer the food service program. The SFA shall be responsible for the employment of all staff necessary for the safe, timely, and efficient distribution of meals to students and members of the SFA staff.
- 10.4 The FSMC shall instruct SFA employees to abide by the policies, rules, and regulations, with respect to use of SFA premises, as established by the SFA and furnished in writing to the FSMC.
- 10.5 The FSMC shall provide the SFA with a list of its personnel policies and employee handbook.
- 10.6 The FSMC shall ensure, at its own expense, required fingerprint-based criminal history records checks are conducted on all FSMC employees assigned to the SFA and results are provided to the SFA per *The School Code of Illinois*, 105 ILCS 5/10-21.9. Furthermore, the FSMC is not permitted to employ on the premises of the SFA any employee who has been convicted of an offense as described in 105 ILCS 5/21-23a.
- 10.7 For each FSMC employee, the FSMC shall perform periodic checks of the Statewide Sex Offender Database, as authorized by the Sex Offender Community Notification Law (730 ILCS § 152/101 *et seq.*), and the Statewide Child Murderer and Violent Offender Against Youth Database, as authorized by the Child Murderer and Violent Offender Against Youth Community Notification Law (730 ILCS § 154/75-105). All results must be provided to the SFA.
- 10.8 The SFA shall submit to the FSMC a current schedule of employees, positions, assigned locations, hours of work, wages and benefits (as applicable) on Exhibit G. Amount - \$105,318.02.
- 10.9 The FSMC shall maintain a comparable level of employee positions, hours, wages, and benefits as stipulated on Exhibit G throughout the entire Contract Term, and each subsequent Contract Term, as applicable, unless a reduction in the required levels is authorized by the SFA.
- 10.10 In the event a reduction in employee positions, hours, wages, and/or benefits occurs and such reduction is authorized by the SFA, the FSMC shall credit the SFA's monthly bill/invoice for the exact dollar amount related to the cost of the labor reduction as indicated on Exhibit G for the remainder of the Contract Term and all subsequent Contract Terms, as applicable, including the value of any subsequent and future
- 10.11 The FSMC must ensure that the employees' hours listed on Exhibit G are not used for catering or special functions.



- 10.12 The FSMC shall ensure that all individuals performing services on the FSMC's behalf in or for schools shall be free from communicable diseases, including tuberculosis, and administered a tuberculosis screening test if they have a documented positive tuberculosis screening test result or otherwise meet the requirements for tuberculosis screening as set forth in the Illinois Department of Public Health's rules (77 Ill. Adm. Code 696.140), prior to performing any such services in or for schools, and shall ensure that all such individuals comply with all requirements established by the Illinois Department of Public Health.
- 10.13 Upon written request of the SFA, the FSMC will remove any FSMC employee who violates health requirements or conducts himself/herself in a manner which is detrimental to the physical, mental, or moral well-being of students or staff, or otherwise violates SFA policies, procedures, and practices.
- 10.14 In the event of the removal or suspension of any employee, the FSMC shall immediately restructure its staff without disruption in service.
- 10.15 All food service personnel assigned to each school shall be instructed on the use of all emergency valves, switches, and fire and safety devices in the kitchen and cafeteria areas.
- 10.16 The use of student workers or students enrolled in vocational classes in the food service shall be mutually agreed upon.
- 10.17 The FSMC shall provide supervisory personnel to the SFA, for the overall food service. The SFA retains final approval authority for the FSMC's local management position(s).
- 10.18 The FSMC shall conduct civil rights training for all food service employees, including front-line staff, on an annual basis. Civil rights training must include:
- Collection and use of data,
  - Effective public notification systems,
  - Complaint procedures,
  - Compliance review techniques,
  - Resolution of noncompliance,
  - Requirements for reasonable accommodation of persons with disabilities,
  - Requirements for language assistance,
  - Conflict resolution, and
  - Customer service.
- 10.19 FSMC employees providing services for the school meal programs must have the required Professional Standards Regulations annual training. Therefore, the FSMC is required to provide documentation showing the training hours and topics completed by the employees.
- 10.20 The FSMC shall provide an on-site full-time food service director for SFA.

## SECTION 11 DESIGNATION OF PROGRAM EXPENSE

- 11.1 The FSMC guarantees to the SFA that the bid meal rates and fees for each reimbursable school meal and a la carte equivalent shall include the expenses designated under Column I. The FSMC shall be responsible for negotiating/paying all employees' fringe benefits, employee expenses, and accrued vacation and sick pay for staff on their payroll.

The SFA will be using a transition model for employees. The SFA shall keep all current employees. Once those employees leave, the FSMC, will hire employees on behalf of the District and under employment with the FSMC.

- 11.2 The SFA shall pay those expenses designated under Column II.

	<u>Column I</u>	<u>Column II</u>
LABOR		
Payroll, Managers, and/or Supervisors	X_____	_____
Payroll, Full-, and Part-Time Workers	X_____	X_____
Payroll,		
Ticket Sellers	N/A_____	N/A_____
Cashiers	X_____	X_____
Drivers	N/A_____	N/A_____

**The SFA will be using a transition model for employees. The SFA shall keep all current employees. Once those employees leave, the FSMC, will hire employees on behalf of the District and under employment with the FSMC.**

EMPLOYEE BENEFITS/COSTS—TO BE PAID BY PARTY DESIGNATED AS EMPLOYER.  
MAY INCLUDE, BUT NOT LIMITED TO:

Life Insurance, Medical/Dental Insurance  
Retirement Plans, Social Security  
Vacation, Sick Leave, Holiday Pay  
Uniforms, Tuition Reimbursement  
Labor Relations  
Unemployment Compensation, Workers Compensation  
Processing and Payment of Payroll

### FOOD

Food Products	X_____	_____
USDA Foods Delivery	X_____	_____
USDA Foods Freight/Handling Costs	X_____	_____
Food Storage/Warehouse	_____	X_____

### OTHER EXPENSES

Accounting		
Bank Charges	X_____	_____
Data Processing	X_____	_____
Record Keeping	X_____	_____
Processing and Payment of Invoices	X_____	_____
Equipment—Major		
Original Purchase	_____	X_____
Routine Maintenance	_____	X_____
Major Repairs	_____	X_____
Replacement	_____	X_____

Equipment—Expendable (Trays, tableware,  
glassware, utensils)

Original Purchase

Replacement

Cleaning/Janitorial Supplies

_____	X_____
_____	X_____
X_____	X_____

**Some supplies, must be supplied by FSMC to meet criteria for safe cleaning.**

Insurance

Liability Insurance

Insurance on Supplies/Inventory

X_____	X_____
X_____	X_____

**Insurance is supplied by both the FSMC and SFA**

Laundry and Linen

Office Materials

Paper/Disposable Supplies

Pest Control

Postage

Printing

Product Testing

Promotional Materials

Taxes and License

Telephone

Local

Long Distance

Tickets/Tokens

Training

Transportation

Trash Removal

From Kitchen

From School Premises

Travel

Required

Requested

_____	X_____
X_____	_____
X_____	_____
_____	X_____
X_____	_____
X_____	_____
X_____	_____
X_____	_____
_____	_____
_____	X_____
_____	X_____
_____	X_____
X_____	_____
X_____	_____
X_____	_____
X_____	_____
X_____	_____

**Transition Model for Employees.**

Vehicles

N/A_____	N/A_____
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## SECTION 12 FEES

- 12.1 All bids must be calculated based on the menu(s) in Exhibit B and on the projected annual units provided on the *Bid Summary* form, both attached herein. All bids shall be submitted using the *Bid Summary* form. All rates must be written in ink or typed in the blank space(s) provided and the estimated totals must be carried out to the second decimal place and must not be rounded.
- 12.2 The bid rate(s) must be calculated net of applicable discounts, rebates, and credits received by the FSMC and must not include the use of USDA Foods or any alternate pricing structure.
- 12.3 The FSMC shall receive a fixed meal rate for each reimbursable school breakfast served.
- 12.4 The FSMC shall receive a fixed meal rate for each reimbursable school lunch and a la carte equivalent served.
- 12.5 The FSMC shall receive a fixed management fee for each reimbursable school meal served.
- 12.6 The FSMC shall receive a fixed management fee for the operation of the a la carte program to be payable to the FSMC in equal monthly installments throughout each Contract Term.
- 12.7 The SFA shall pay the FSMC the fixed meal rate(s) and fixed management fee(s) within 30 days of submission of an invoice and for each monthly period of program operation.
- 12.8 The FSMC shall receive no payment for meals that are spoiled or unwholesome at the time of serving, that do not meet the detailed specifications for each food component or menu item in accordance with 7 C.F.R. Part 210, or that do not otherwise meet the requirements of the Contract.
- 12.9 For the purposes of this Contract, a la carte shall be inclusive of all foods and beverages sold to students that do not constitute a component of a reimbursable meal plus all foods and beverages sold to adults during any and all meal services provided within the scope of this Contract. The FSMC and SFA shall determine a la carte meal equivalents by dividing all a la carte revenue by the a la carte equivalency factor which is determined by taking the sum of the Federal and State free lunch reimbursement rates plus the value of USDA entitlement and bonus donated foods, Planned Assistance Level (PAL), established in July 2016, whichever factor is higher. The a la carte equivalency factor to be utilized for the initial 2018–2019 Contract Term is 3.6675.
- The a la carte equivalency factor will be changed annually to reflect the change in the sum of the reimbursement rates and PAL as stated above. The rates used will be those established in July of the preceding calendar year and will remain in effect until the subsequent Contract renewal Term, if applicable.
- 12.10 The FSMC shall credit the SFA's monthly bill/invoice the current market value of all USDA Foods as designated herein. Credit issued by the FSMC to the SFA for USDA Foods received during each Contract Term and used in the SFA's food service shall be recorded on the monthly bill/invoice as a separate line item entry and shall be clearly

identified and labeled. Attached to the invoice shall be a detailed list identifying each received USDA Foods item used in the SFA's food service and each USDA Foods item credit issued for unused USDA Foods, along with the current market value as issued by the Illinois State Board of Education. Prior to the expiration of each Contract Term, the SFA shall be credited in full for all USDA Foods received.

- 12.11 The SFA shall ensure the method and timing of crediting does not cause its cash resources to exceed the limits established in 7 C.F.R. § 210.9(b)(2).
- 12.12 The FSMC must submit all invoices pertaining to the SFA nonprofit food service within 30 days of the last day of each month or the final day of the program.
- 12.13 The FSMC shall submit separate billing for special functions conducted outside of the nonprofit school food service account.
- 12.14 The fixed meal rate for meals must be calculated as if no USDA Foods were available.

### **SECTION 13 REVENUE**

- 13.1 The SFA shall receive all revenue from the food service.
- 13.2 The food service revenue shall be used only for the SFA's nonprofit food service.
- 13.3 The food service revenue shall flow through the SFA's chart of accounts.
- 13.4 All goods, services, or monies received as the result of any equipment or USDA Foods rebate shall be credited to the SFA's nonprofit food service account.
- 13.5 If reimbursement is denied as a direct result of the failure of the FSMC to comply with the provisions of this Contract, the FSMC shall assume responsibility for the amount denied.

**SECTION 14**  
**LICENSES, CERTIFICATIONS, AND TAXES**

- 14.1 Throughout the Term of the Contract and each renewal Term, the FSMC shall obtain and maintain all applicable licenses, permits, and health certifications required by federal, state, and local law. The approximate prior annual cost for licenses/permits was \$350.00.
- 14.2 The FSMC shall have state or local health certification for any facility outside the SFA in which it proposes to prepare meals, if applicable, and must maintain this health certification for each Contract Term.
- 14.3 The FSMC and all affiliates shall collect and remit Illinois Use Tax on all sales of tangible personal property in the State of Illinois in accordance with Section 10-20.21(b) of the School Code (105 ILCS 5/10-20.21 [b]) and the Illinois Use Tax Act (35 ILCS 105/1 *et seq.*). The FSMC certifies that it is not barred from bidding or entering into this Contract under Section 10-20.21(b) of the School Code and that the SFA may declare this Contract void if this certification is false.

## SECTION 15 RECORD KEEPING

- 15.1 The FSMC shall maintain such records as the SFA will need to meet monthly reporting responsibilities and will report claim information, including daily meal counts, to the SFA promptly at the end of each month.
- 15.2 The FSMC shall have records maintained and available to demonstrate compliance with the requirements relating to USDA Foods. Such records shall include the following:
- 15.2.1 The receipt, use, storage, and inventory of USDA Foods;
  - 15.2.2 Monthly inventory reports showing all transactions for processed and non-processed USDA Foods; and
  - 15.2.3 Documentation of credits issued to the SFA for USDA Foods received.
- 15.3 All records relating to the Contract, including subsequent renewal Terms, if applicable, are property of the SFA and shall be maintained in original form on SFA premises for the duration of the Contract. At any time during the Contract, the SFA reserves the right to require the FSMC to surrender all records relating to the Contract to the SFA within 30 days of such request. Such records shall include, but are not limited to:
- All data, materials, and products created by the FSMC on behalf of the SFA and in furtherance of the Services;
  - Production records, including quantities and amounts of food used in preparation of each meal and food component of menus;
  - Standardized recipes and yield from recipes as deemed necessary per the requirements of paragraph 15.6;
  - Processed product nutritional analysis;
  - Nutritional content of individual food items and meals;
  - Bills charged to the SFA for meals prepared under this Contract including the credit of USDA Foods where applicable;
  - Inventory records;
  - Food and bid specifications; and
  - All documents and records as noted in this *Invitation for Bid and Contract*.
- 15.4 Upon expiration or termination of the Contract, the FSMC shall surrender all records as noted above, relating to the initial Contract and all subsequent renewal Terms, if applicable, to the SFA within 30 days of the Contract expiration or termination.
- 15.5 The SFA shall retain all records relating to the initial Contract and all subsequent Contract renewal Terms for a period of three years either from the date the final Contract renewal Term has expired, receipt of final payment under the Contract is recorded, or after the SFA submits the final *Monthly Claim for Reimbursement* for the final fiscal year of the Contract, whichever occurs last.
- 15.6 All records must be available for the period of time specified above for the purpose of making audits, examinations, excerpts, and transcriptions by representatives of the SFA, the Illinois State Board of Education, the United States Department of Agriculture, and the Auditor General, and other governmental entities with monitoring authority at any reasonable time and place. If audit findings have not been resolved, the records shall be retained beyond the specified period as long as required for the resolution of the issues raised by the audit.



## **SECTION 16 TERMS AND TERMINATION**

- 16.1 This Contract is effective for a one-year period commencing July 1, 2018 or upon written acceptance of the Contract, whichever occurs last, through June 30, 2019 (the "Term"), with options to renew yearly not to exceed four additional years (each a renewal "Term").
- 16.2 Renewal of this Contract is contingent upon the fulfillment of all Contract provisions relating to USDA Foods.
- 16.3 Either the SFA or FSMC can terminate this Contract for cause or for convenience with a sixty- (60) day written notification. Following sixty- (60) day written notification, the SFA can terminate this Contract in whole or in part without the payment of any penalty or incurring any further obligation to the FSMC.
- 16.4 Following any termination for convenience, the FSMC shall be entitled to compensation for services completed upon submission of invoices and proof of claim for services provided under this Contract up to and including the date of termination. The SFA shall have the right to receive services from the Contractor through the effective date of the notice of termination, and may, at its election, procure such work from other contractors as may be necessary to complete the services.
- 16.5 Notwithstanding any provision to the contrary in this Contract, obligations of the SFA will cease immediately without penalty of further payment being required if sufficient funds for this Agreement are not appropriated by the Illinois General Assembly or a federal funding source, or such funds are otherwise not made available to the SFA for payments in accordance with this Contract.
- 16.6 Notwithstanding the notice period in paragraph 16.3, the SFA may immediately terminate the Contract, in whole or in part, upon notice to the FSMC if the SFA determines that the actions, or failure to act, of the FSMC, its agents, employees or subcontractors have caused, or reasonably could cause jeopardy to health, safety, or property; or if the SFA determines that the FSMC lacks the financial resources to perform under the Contract.
- 16.7 If the FSMC fails to perform to the SFA's satisfaction any material requirement of this Contract or is in violation of a material provision of this Contract, the SFA shall provide written notice to the FSMC requesting that the breach of noncompliance be remedied within sixty- (60) days. If the breach or noncompliance is not remedied by the specified period of time, the SFA may either: (a) immediately terminate the Contract without additional written notice or, (b) enforce the terms and conditions of the Contract, and in either event seek any available legal or equitable remedies and damages. The SFA may finish the services by whatever method the SFA may deem expedient. Any damages incurred by the SFA as a result of any Contractor default shall be borne by the Contractor at its sole cost and expense, shall not be payable as part of the Contract amount, and shall be reimbursed to the SFA by the Contractor upon demand.

- 16.8 Neither the FSMC nor SFA shall be responsible for any losses resulting if the fulfillment of the terms of the Contract is delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or any other acts which could not have been prevented by the exercise of due diligence ("Act of God"). The SFA may cancel the Contract without penalty if the FSMC's performance does not resume within 30 days of the FSMC's interruption of services due to an Act of God.
- 16.9 The only rates and fees that may be adjusted in subsequent Contract Terms are the fixed rates and fixed fees contained herein. Before any fixed rate or fee adjustments can be implemented as part of a Contract renewal agreement, the FSMC shall document to the SFA, through a written financial analysis, the need for such adjustments. Adjustment of all individual per meal fixed rates and applicable fees in subsequent Contract Terms must not exceed the consumer price index for urban consumers- food away from home annualized rate for December of the current school year, NOT TO EXCEED 3%. Percentage increases cannot be applied to any previous Contract Term's total estimated or actual Contract cost. The calculation method regarding the determination of a la carte meal equivalents is outlined in the *Fees* section of this Contract.

**SECTION 17**  
**GENERAL CONTRACT TERMS**

- 17.1 No provision of this Contract shall be assigned or subcontracted without prior written consent of the SFA.
- 17.2 This solicitation/Contract, exhibits, and attachments constitute the entire agreement between the SFA and FSMC and may not be changed, extended orally, or altered by course of conduct. No other contracts will be signed by the SFA.
- 17.3 Each party to this Contract represents and warrants to the other that: (a) it has the right, power and authority to enter into and perform its obligations under this Contract and (b) it has taken all requisite action (corporate, statutory or otherwise) to approve execution, delivery and performance of this Contract, and (c) this Contract constitutes a legal, valid and binding obligation upon itself in accordance with its terms.
- 17.4 Any silence, absence, or omission from the Contract specifications concerning any point shall be regarded as meaning that only the best commercial practices are to prevail, and all materials, workmanship, and services rendered shall be of a quality that would normally be specified by the SFA.
- 17.5 No course of dealing or failure of the SFA to enforce strictly any term, right, or condition of this Contract shall be construed as a waiver of such term, right, or condition. No express waiver of any term, right, or condition of this Contract shall operate as a waiver of any other term, right, or condition.
- 17.6 Payments on any claim shall not prevent the SFA from making claim for adjustment on any item found not to have been in accordance with the provisions of this Contract.
- 17.7 It is further agreed between the SFA and FSMC that the exhibits, attachments, and clauses attached and designated are hereby in all respects made a part of this Contract.
- 17.8 The FSMC shall comply with Title VI of the Civil Rights Act of 1964, as amended; USDA regulations implementing Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; 7 C.F.R. Parts 15, 15a, and 15b; and FNS Instruction 113-1, *Civil Rights Compliance and Enforcement—Nutrition Programs and Activities*, and any additions or amendments.
- 17.9 If this Contract is in excess of \$100,000, the SFA and FSMC shall comply with all applicable standards, orders, or regulations, including but not limited to:
- The Clean Air Act (42 U.S.C. § 7401 *et seq.*), the Clean Water Act (33 U.S.C. § 1311–1330, § 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 C.F.R. § 1.1 *et seq.*);
  - *Certificate Regarding Lobbying* pursuant to 31 U.S.C. 1352 (Appendix A: 7 C.F.R. Part 3018); and
  - *Disclosure of Lobbying Activities* pursuant to 31 U.S.C. 1352 (Appendix A: 7 C.F.R. Part 3018).

- 17.10 The FSMC certifies compliance with:
- Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871);
  - The Department of Labor regulations (29 C.F.R. Part 5); and
  - Executive Order 11246, entitled *Equal Employment Opportunity*, as amended by Executive Order 11375 and Department of Labor Regulation (41 C.F.R. Chapter 60).
- 17.11 The FSMC is subject to the provisions of Section 2209d of Title 7 of the United States Code due to the use of federal funds for the food service program. All announcements and other materials publicizing this program must include statements as to the amount and proportion of federal funding involved.
- 17.12 The Illinois State Board of Education and the United States Department of Agriculture are not parties to this Contract and are not obligated, liable, or responsible for any action or inaction by the SFA or the FSMC. The SFA has full responsibility for ensuring the terms of the Contract are fulfilled.
- 17.13 To the fullest extent permitted by law, the FSMC agrees to indemnify, defend, and hold harmless the SFA and its respective agents, officers and employees from and against any and all claims, demands, suits, liabilities, injuries (personal or bodily), property damage, causes of action, losses, costs, expenses, damages, or penalties, including, without limitation, reasonable defense costs, and reasonable legal fees, arising or resulting from, or occasioned by or in connection with (i) any bodily injury or property damage resulting or arising from any act or omission to act (whether negligent, willful, wrongful, or otherwise) by the FSMC, its subcontractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable; (ii) failure by the FSMC or its subcontractors to comply with any Laws applicable to the performance of the Services; (iii) any breach of this Contract, including, without limitation, any representation or warranty provided by the FSMC herein; (iv) any employment actions of any nature or kind including but not limited to, workers compensation, or labor action brought by the FSMC's employees; or (v) any identity breach or infringement of any copyright, trademark, patent, or other intellectual property right.
- 17.14 In order for the SFA to respond timely and appropriately to the requirements of the Illinois Freedom of Information Act (FOIA) [5 ILCS 140], the FSMC must review all documents required to be provided under this Contract and the exemptions for release under FOIA and, if exemptions are allowed, provide the SFA a redacted copy for release under FOIA, along with the original. The redacted copy shall be marked as "REDACTED", and the FSMC shall reference the specific grounds under FOIA or other law or rule supporting the specific redaction request to exempt certain information. Notwithstanding the foregoing, the SFA may not necessarily be allowed to release *just* the redacted versions. Redactions based on personal privacy and preliminary drafts, by law, must be sent to the State of Illinois Public Access Counselor before a denial to a FOIA request can be made. The SFA will abide by the decisions of the Public Access Counselor.

- 17.15 Each Party, including its agents and subcontractors, to this Contract may have or gain access to confidential and proprietary data or information of the other Party including, without limitation, other technical information (including functional and technical specifications, designs, drawings, analysis, research, processes, computer programs, methods, ideas, "know how," and the like), business information (sales and marketing research, materials, plans, accounting and financial information, personnel records, and the like), all student data and information, and other information designated as confidential expressly or by the circumstances in which it is provided ("Confidential Information"). No Confidential Information collected, maintained, or used in the course of performance of the Contract shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the Term of the Contract or thereafter. The recipient must return any and all Confidential Information used in the course of the performance of the Contract, in whatever form it is maintained, promptly upon termination of the Contract, or earlier at the request of the disclosing Party, or notify the disclosing Party in writing of its destruction, if destruction is permitted by the disclosing Party. Confidential Information does not include data or information lawfully in the recipient's possession prior to its acquisition from the disclosing Party; received by the recipient from a third party who was free to disclose it; publicly known through no breach of confidentiality obligation by the recipient; or independently developed by the recipient without the use or benefit of the disclosing Party's Confidential Information.
- 17.16 Student Records. The Contractor will comply with the relevant requirements of the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. 1232g) and the Illinois School Student Records Act (ISSRA) (105 ILCS 10/1 et seq.) regarding the confidentiality of student "education records" as defined in FERPA and "school student records" as defined in ISSRA. Any use of information contained in student education records to be released must be approved by the SFA. To protect the confidentiality of student education records, the Contractor will limit access to student education records to those employees who reasonably need access to them in order to perform their responsibilities under this Contract. Any student records in the Contractor's possession shall be returned to the SFA when no longer needed for the purposes for which they were provided, or at the SFA's written request, they shall be permanently destroyed and the Contractor shall provide written confirmation to the SFA upon the destruction of student records.

## SECTION 18 FOOD SPECIFICATIONS

- 18.1 All USDA Foods offered to the SFA and made available to the FSMC are acceptable and should be utilized in as large a quantity as may be efficiently utilized.

For all other food components, specifications shall be as follows:

- 18.2 All breads, bread alternates, and grains must be whole grain-rich. All breads and grains must be fresh (or frozen, if applicable) and must meet the minimum weight per serving as listed on Exhibit C. If applicable, product should be in moisture-proof wrapping and pack-code date provided.
- 18.3 All meat and poultry must have been inspected by the United States Department of Agriculture (USDA) and must be free from off color or odor.
- 18.3.1 Beef must be at least 70:30 lean to fat, preferably 80:20 lean to fat.
- 18.3.2 Poultry should be U.S. Grade A when applicable and should meet the recommendations outlined in *Specifications for Poultry Products, A Guide for Food Service Operators* from the USDA.
- 18.3.3 For breaded and battered items, all flours must meet the requirements for breads/grains credit and breading/batter must not exceed 30 percent of the weight of the finished product.
- 18.3.4 For sausage patties, the maximum fat allowed is 50 percent by weight; industry standard of 38 to 42 percent fat preferred.
- 18.4 All cured processed meats (bologna, frankfurters, luncheon meat, salami, others) shall be made from beef and/or poultry. No variety meats, fillers, extenders, non-fat milk solids, or cereal will be allowed. Meats must not show evidence of greening, streaking, or other discoloration.
- 18.5 All cheese should be firm, compact, and free from gas holes; free of mold; free of undesirable flavor and odors; pasteurized when applicable; and preferably reduced- or low-fat. All cheese should also have a bright, uniform, and attractive appearance; have a pleasing flavor; demonstrate satisfactory meltability; and contain proper moisture and salt content.
- 18.6 All fish must have been inspected by the United States Department of Commerce (USDC) and meet minimum flesh and batter/breading requirements for a USDC Grade A product or a product packed under federal inspection (PUFI) by the USDC.
- 18.7 All fresh fruits must be ripe and in good condition when delivered and must be ready for consumption per the USDA *Food Buying Guide*. At a minimum, fruits must meet the food distributors' second-quality level. Fruits should have characteristic color and good flavor and be well-shaped and free from scars and bruises. Size must produce a yield equal to or greater than the attached 21-day cycle menu requirements.
- 18.8 All fresh vegetables must be ripe and in good condition when delivered and must be ready for consumption per the USDA *Food Buying Guide*. At a minimum, vegetables must meet the food distributors' second-quality level. Vegetables should have characteristic color and good flavor, be well shaped, and be free from discoloration, blemishes, and decay. Size must produce a yield equal to or greater than the attached 21-day cycle menu requirements.

- 18.9 All canned vegetables must meet the food distributors' first quality level (extra fancy and fancy) and canned fruits (standard) must meet the second quality level. Vegetables should have characteristic color and good fresh flavor and be free from discoloration, blemishes, and decay.
- 18.10 Eggs must be inspected and passed by the state or federal Department of Agriculture and used within 30 days of date on carton. Eggs should be grade A, uniform in size, clean, sound-shelled, and free of foreign odors or flavors.
- 18.11 Sauces, such as gravy, spaghetti sauce, pizza sauce, etc., must be smooth and uniform in color with no foreign substance, flavor, odor, or off color.
- 18.12 If applicable, the food production facility, manufacturing plant, and products must meet all sanitary and other requirements of the Food, Drug, and Cosmetic Act and other regulations that support the wholesomeness of products.
- 18.13 Meals and food items must be stored and prepared under properly controlled temperatures and in accordance with all applicable health and sanitation regulations.
- 18.14 All fruit juices must be 100 percent fruit juice.
- 18.15 When the specification calls for "Brand Name or Equivalent", the brand name product is acceptable. Other products may be considered with proof that such products meet stated specifications and are deemed equivalent to the brand products in terms of quality, performance, and desired characteristics, as determined by the SFA.
- 18.16 All food items must adhere to the sodium target levels in subsequent Contract Terms, if applicable, as required by the USDA *Nutrition Standards in the National School Lunch and School Breakfast Programs, Implementation Timeline for Final Rule* and/or other subsequent guidance issued by the USDA.
- 18.17 Nutrition labels or manufacturer specifications must indicate zero grams of trans fat per serving for all foods.
- 18.18 Fluid milk must be low-fat (1 percent milk fat or less, unflavored only) or fat-free (unflavored or flavored). Two choices must be offered daily as required by the SFA.

Section 19  
FSMC Insurance Requirements

19.1 The FSMC shall supply a Certificate of Insurance showing that they carry sufficient insurance on their workers to absolutely protect the SFA from any liability or damage resulting to the workers as provided under the "Workmen's Compensation Act". The FSMC shall carry insurance with minimum limits stipulated below. The SFA shall also be named as additional insured on the FSMC's policy.

- Worker's compensation - as required by law - \$1,000,000.00
- Public Liability (Bodily Injury and Property damage) - \$1,000,000.00
- Products and Completed Operations Liability - \$2,000,000.00
- Automobile Liability (Bodily Injury and Property Damage) - \$1,000,000.00
- Umbrella Excess Liability - \$20,000,000.00

Insurance shall be with a company or companies licensed to do business in Illinois and acceptable to Staunton CUSD #6. The Contractor shall furnish Staunton CUSD #6 with a Certificate of Insurance showing that such Insurance is in effect. This policy must remain in force for the entire duration of the project. All Liability Policies shall name Staunton CUSD #6 as an Additional insured and shall include a Severability of Interest Clause with respect to claims, demands, suits, judgements, costs, charges, and expenses arising out of, or in connection with any loss, damage or injury resulting from the negligence or other fault of the Contractor, Contractor's Agents, Representative, and Employees.

The Contractor agrees to defend, indemnify, and hold Staunton CUSD #6 and affiliates harmless from and against any and all claims for personal injury or damages to property arising out of or in connection with the Contractor's responsibilities under this agreement.



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Invitation for Bid and Contract  
Nonprofit School Food Service

**BID SUMMARY**

This document contains a bid solicitation and Contract for the furnishing of management services for the operation of the nonprofit food service program(s) for the period beginning August 1, 2017, and ending July 31, 2018, and sets forth the terms and conditions applicable to the procurement. Upon acceptance, this document shall constitute the Contract between the bidder and the school food authority. The bidder shall not plead misunderstanding or deception because of such estimate of quantities, or of the character, location, or other conditions pertaining to the bid solicitation/Contract.

PER MEAL RATES AND FEES MUST BE QUOTED AS IF  
NO USDA FOODS WILL BE RECEIVED

	Projected Annual Units	Rate Per Unit	Estimated Total**
1. Reimbursable Breakfasts	1. <u>29,486</u>	1. _____	1. _____
2. Reimbursable Lunches*	2. <u>92,905</u>	2. _____	2. _____
3. Management Fee Per School Meal (breakfasts and lunches)	3. <u>XXXXXX</u>	3. _____	3. _____
4. A la Carte Equivalents Fee*	4. <u>XXXXXX</u>	4. _____	4. _____
5. A la Carte Management Fee	5. <u>XXXXXXXX</u>	5. _____	5. _____
6. Special Milk	6. _____	6. _____	6. _____

\*Currently our district does not serve a la carte; however, we are interested in implementing for the 2018-2019 School Year.

Total Estimated Amount of Bid\*\* \$ \_\_\_\_\_

\*Bid rates must be the same.

\*\*All totals must be carried out to the second decimal place and must not be rounded.

\_\_\_\_\_  
Name of Bidder

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

By submission of this bid, the bidder certifies that, in the event the bidder receives an award under this solicitation, the bidder shall operate in accordance with all applicable current program regulations. This agreement shall be in effect for the period specified, not to exceed one year, and may be renewed by mutual agreement for four additional one-year Contract Terms.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Title

**ACCEPTANCE OF CONTRACT**

Agreement Number	School Food Authority (SFA)	
Date	Signature of Authorized SFA Representative	Title

## Staunton Food Service Bidder Responsibility and Bid Responsiveness Criteria

Bidder Responsibility and Bid Responsiveness Criteria	Minimum Standard(s) To Demonstrate Compliance	Evidence/Document(s) Required To Demonstrate Compliance
Financial Stability of Bidder	Bidder must demonstrate five years of profitable financial performance with no evidence of bankruptcy for the past five years. Provide a five percent bid bond and demonstrate the ability to provide a twenty percent performance bond.	Provide copies of audited or reviewed company financial statements for the five most recent consecutive years. Provide a bid bond for five percent of estimated amount bid. Provide a letter of surety from a US Department of Treasury approved surety indicating the ability to provide a twenty percent performance bond.
Insurance Requirements	The bidder shall have in place the insurance coverage as required in the bid document.	FSMC shall include with their bid a certificate of insurance showing that the required insurance coverage's and amounts are currently in effect.
Operational Plans	<p>The bidder shall have available marketing, promotional, and communications programs which meet the District requirements and the requirements of the NSLP and</p> <ul style="list-style-type: none"> <li>• communicate the importance of good nutritional habits</li> <li>• support the District's wellness program</li> <li>• encourage the consumption of fresh fruits and vegetables</li> <li>• provide age appropriate marketing and promotions</li> <li>• community involvement initiatives</li> </ul> <p>Bidder has not been involved in a food safety/public health issue that threatened student/staff health or safety in the past five years.</p> <p>Sanitation Inspection Reports scoring 90 or above for two years for a similar client.</p>	<p>Provide examples of the marketing programs to similar Districts. Provide samples of promotional programs with implementation schedule. Provide communication samples including web pages and printed materials. Describe plans for community outreach programs as available</p> <p>Provide a detailed description of the place, nature of occurrence, and outcome of any investigations regarding public health/food safety that has involved the bidder.</p> <p>Provide Sanitation Inspection Reports for all sites for one year for similar client indicating the need for corrective action.</p>
Nutritional Programs	<p>The bidder must have nutritional programs which meet the requirements of the NSLP and encourage students to make healthy choices.</p> <p>Bidder must be able to provide nutritional analysis of menus and products.</p> <p>No pre-plated, pre-packaged, or commissary prepared meals of any kind may be used.</p>	<p>Provide documentation of the nutritional education programs and nutritional support materials available from the bidder.</p> <p>Provide a nutritional analysis of a sample monthly menu for breakfast and lunch. Indicate how your company provides ingredient, nutritional, and allergy information on the products utilized.</p> <p>All meals must be prepared in the District's kitchen each day.</p>
Wellness Programs	Two years previous experience implementing a District Wellness Plan for at least two clients.	Provide documentation of efforts and results in implementing District Wellness plans in other districts.

## Staunton Food Service Bidder Responsibility and Bid Responsiveness Criteria

Accounting and Management Systems	Evidence must be provided of adequate accounting and/or management systems.	<p>Provide samples of procedures you would use for:</p> <ul style="list-style-type: none"> <li>• Inventory Control</li> <li>• Method of recording,</li> <li>• Checking, and reporting sales</li> <li>• Internal control of cash handling</li> <li>• Internal audit systems</li> </ul> <p>Include all regular accounting forms used including those that will be provided to the District.</p>
Bidder Experience/References	<p>Bidder must have a minimum of five years' experience serving meals in K-12 public school districts.</p> <p>Within the past five years, the bidder must have served at least five school districts participating in the NSLP that serve a similar number of meals per month, and have six or more full production kitchens.</p> <p>The District reserves the right to contact current clients to insure acceptable quality and service standards.</p> <p>Provide a list of all clients where services have been discontinued for the past three years. Indicate any contracts that have been cancelled mid-year and the reason why.</p> <p>Provide a list of the top five suppliers for your company.</p>	<p>Provide a complete list of all current K-12 public school clients in the state with contact name, phone number, and year service began.</p> <p>Clearly indicate which current clients meet these requirements and provide sample menus from at least three of them.</p> <p>Bidder must have favorable references from clients contacted.</p> <p>Contracts lost may not have been for cause, such as student safety, quality of service, or financial impropriety. No contracts should be cancelled mid-year without reasonable cause.</p> <p>Bidder must pay their suppliers on a timely basis.</p>
Foodservice Director	The candidate would desirably have a minimum of three years' experience as the Foodservice Manager in a school district that operates in the NSLP.	Provide a job description of Food Service Manager candidate position. The District reserves the right to interview and approve prospective candidate.
Support Staff	The bidder shall employ sufficient support services staff to meet the requirements of the District. The District requires that this include both a district manager and a registered dietician with a minimum of five years' experience in their job who have worked in that capacity as full time employees of their current company for a minimum of two years.	Provide resumes for the District Manager and Registered Dietician. These individuals must be available to the District on an as-needed basis.
Employee Training and Development	The FSMC shall provide training programs for all levels of employees: annual training of civil rights, sexual harassment, and blood borne pathogens. Quarterly training to include: safety, slips/trips/falls, cleanliness, sanitation, marketing and health standards.	Provide an outline of training programs and the schedule for implementation for all levels of employees. Clearly indicate the topics to be covered during the first year of operations.

## Bid-Rigging Certification

\_\_\_\_\_, a duly  
(Agent)

authorized agent of \_\_\_\_\_,  
(Contractor)

do hereby certify that neither \_\_\_\_\_,  
(Contractor)

nor any individual presently affiliated with \_\_\_\_\_  
(Contractor)

\_\_\_\_\_, has been barred from bidding on a public contract as a  
result of a violation of either Section 33E-3 (bid-rigging) or Section 33E-4 (bid rotating)  
of the Illinois Criminal Code, contained in Chapter 38 of the Illinois Revised Statutes.

\_\_\_\_\_  
Authorized Agent

\_\_\_\_\_  
Contractor

## CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify on behalf of the bidder to be true and complete in every respect:

- 1) I have read and I understand the contents of this Certificate;
- 2) I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
- 3) Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
- 4) For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who;
  - has been requested to submit a bid in response to this invitation for bids;
  - could potentially submit a bid in response to this invitation for bids, based on their qualifications, abilities or experience;
- 5) The bidder discloses that [check one of the following, as applicable]:
  - \_\_\_\_(a) the bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with, any competitor;
  - \_\_\_\_(b) the bidder has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this invitation for bids, and the supplier/bidder discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;
- 6) Without limiting the generality of paragraphs (5)(a) or (5)(b) above, there has been no consultation, communication, agreement or arrangement by or on behalf of the bidder with any competitor regarding:
  - prices;
  - methods, factors or formulas used to calculate prices;
  - the intention or decision to submit, or not to submit, a bid; or
  - the submission of a bid which does not meet the specifications of the invitation for bids; except as specifically disclosed pursuant to paragraph (5)(b) above;
- 7) In addition, there has been no consultation, communication, agreement or arrangement with any competitor by or on behalf of the bidder regarding the quality, quantity, specifications or delivery particulars of the products or services to which this invitation for bids relates, except as specifically authorized by the procuring authority or as specifically disclosed pursuant to paragraph (5)(b) above;
- 8) The terms of the accompanying bid have not been, and will not be, knowingly disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening, or of the awarding of the contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph (5)(b) above; and,
- 9) I understand that the accompanying bid will be disqualified if this certification is found not to be true and complete in every respect.

\_\_\_\_\_  
Signature of Authorized Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title



**ILLINOIS STATE BOARD OF EDUCATION**

100 North First Street  
Springfield, IL 62777-0001

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION LOWER  
TIER COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Orders 12549 and 12689, Debarment and Suspension, 2 CFR part 3485, including Subpart C Responsibilities of Participants Regarding Transactions (also see federal guidance at 2 CFR part 180). Copies of the regulations may be obtained by contacting the Illinois State Board of Education.

**BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS BELOW.**

**CERTIFICATION**

The prospective lower tier participant certifies, by submission of this Certification, that:

- (1) Neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- (2) It will provide immediate written notice to whom this Certification is submitted if at any time the prospective lower tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances;
- (3) It shall not knowingly enter any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated;
- (4) It will include the clause titled *Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transactions*, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions;
- (5) The certifications herein are a material representation of fact upon which reliance was placed when this transaction was entered into; and
- (6) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Certification.

\_\_\_\_\_  
*Organization Name*

\_\_\_\_\_  
*PR/Award Number or Project Name*

\_\_\_\_\_  
*Name of Authorized Representative*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Original Signature of Authorized Representative*

\_\_\_\_\_  
*Date*

**Instructions for Certification**

1. By signing and submitting this Certification, the prospective lower tier participant is providing the certifications set out herein.
2. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue all available remedies, including suspension and/or debarment.
3. Except for transactions authorized under paragraph 3 above, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue all available remedies, including suspension and/or debarment.
4. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used herein, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549 and Executive Order 12689. You may contact the person to which this Certification is submitted for assistance in obtaining a copy of those regulations.
5. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the "GSA Government-Wide System for Award Management Exclusions" (SAM Exclusions) at <http://www.sam.gov>.
6. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required herein. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

ILLINOIS STATE BOARD OF EDUCATION  
100 North First Street  
Springfield, IL 62777-0001

**CERTIFICATE REGARDING LOBBYING**

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit ISBE 85-37, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
*Organization Name*

\_\_\_\_\_  
*PR/Award Number or Project Name*

\_\_\_\_\_  
*Name of Authorized Representative*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Original Signature of Authorized Representative*

\_\_\_\_\_  
*Date*

**ILLINOIS STATE BOARD OF EDUCATION**

100 North First Street  
Springfield, IL 62777-0001

**DISCLOSURE OF LOBBYING ACTIVITIES**

**Directions:** Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352. (See reverse for public burden disclosure.)

**1. TYPE OF FEDERAL ACTION**

☐ a. Contract    ☐ b. Grant    ☐ c. Cooperative agreement    ☐ d. Loan    ☐ e. Loan guarantee    ☐ f. Loan Insurance

**2. STATUS OF FEDERAL ACTION**

☐ a. Bid/offer/application    ☐ b. Initial award    ☐ c. Post-award

**3. REPORT TYPE**

☐ a. Initial filing    ☐ b. Material change    ☐ For material change only: \_\_\_\_\_ Year \_\_\_\_\_ Quarter \_\_\_\_\_ Date of last report

**4. NAME AND ADDRESS OF REPORTING ENTITY**

☐ Prime    ☐ Subawardee, Tier \_\_\_\_\_, If known \_\_\_\_\_ Congressional District, If known

**5. IF REPORTING ENTITY IN NO. 4 IS SUBAWARDEE, ENTER NAME AND ADDRESS OF PRIME**

\_\_\_\_\_ Congressional District, If known

**6. FEDERAL DEPARTMENT/AGENCY**

**7. FEDERAL PROGRAM NAME/DESCRIPTION**

\_\_\_\_\_ CFDA Number, If applicable

**8. FEDERAL ACTION NUMBER, If known**

**9. AWARD AMOUNT, If known**

\$ \_\_\_\_\_

**10a. NAME AND ADDRESS OF LOBBYING ENTITY**  
(If individual, last name, first name, MI)

**b. INDIVIDUALS PERFORMING SERVICES**  
(Including address if different from No. 10a) (last name, first name, MI)

*(Attach Continuation Sheet(s) ISBE 85-37A, if necessary)*

**11. AMOUNT OF PAYMENT (check all that apply)**

\$ \_\_\_\_\_ ☐ Actual    ☐ Planned

**12. FORM OF PAYMENT (check all that apply)**

☐ a. Cash    ☐ b. In-kind; specify: nature \_\_\_\_\_ value \_\_\_\_\_

**13. TYPE OF PAYMENT (check all that apply)**

☐ a. Retainer    ☐ b. One-time fee    ☐ c. Commission  
☐ d. Contingent fee    ☐ e. Deferred    ☐ f. Other, specify \_\_\_\_\_

**14. Brief description of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s) contacted, for payment indicated in item 11.**

**15. ☐ YES    ☐ NO    CONTINUATION SHEET(S), ISBE 85-37A ATTACHED**

16. Information requested through this form is authorized by title 31 U.S.C. Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ORIGINAL SIGNATURE

PRINT NAME OR TYPE

TITLE

TELEPHONE NUMBER

DATE

### INSTRUCTIONS FOR COMPLETION OF ISBE 85-37, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the ISBE 85-37A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001".
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial(MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not an ISBE 85-37A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

*Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.*

ILLINOIS STATE BOARD OF EDUCATION  
100 North First Street  
Springfield, Illinois 62777-0001

**CONTINUATION SHEET  
DISCLOSURE OF LOBBYING ACTIVITIES**

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REPORTING ENTITY

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## Exhibit A-1

[illegible]

1Type of Service

Code: 1 - Onsite kitchen; 2 - Prepackaged meals; 3 - Satellite receiving school; 4 - Milk service only; 5 - Other (describe)

2Type of Program

Code: 1 - National School Lunch Only; 2 - National School Lunch and School Breakfast; 3 - National School Lunch and Severe Need Breakfast; 4 - School Breakfast only;

SCHOOL DATA FORM

Exhibit A-1

5 - National School Lunch and Special Milk\* ; 6 - School Breakfast and Special Milk\*; 7 - National School Lunch, School Breakfast and Special Milk\*, 8 - Other (attach additional sheet).  
A - Summer Food Service Program: add an 'A' next to the program type selected if the Summer Food Service Program will also be offered.  
\*If participating in the National School Lunch and/or School Breakfast Program, the Special Milk Program may only be offered to students who are in split-session kindergarten or pre-kindergarten classes and who do not have access to either of the federal meal programs.

<sup>3</sup>**Offer versus Serve:** If students are allowed to decline a certain number of food items/components in the meal based on the regulations governing Child Nutrition Programs, place an 'X' in the appropriate column. Senior high schools are required to implement Offer versus Serve<sup>3</sup> for lunch. For specific guidance regarding Offer versus Serve, refer to *A Menu Planner* for Healthy School Meals issued by the U.S. Department of Agriculture, Food and Nutrition Service.

# ELIGIBILITY DATA AND PROJECTED ENROLLMENTS

Exhibit A-2

Site Name	October 2017 Eligibility Data		Projected Enrollments				
	Free	Reduced-Price	2017-18	2018-19	2019-20	2020-21	2021-22
Staunton Elementary School 801 N Deneen St Staunton, IL 62088	241	28	550	550	550	550	550
Staunton Junior High 801 N Deneen St Staunton, IL 62088	117	11	268	268	268	268	268
Staunton High School 801 N Deneen St Staunton, IL 62088	128	12	378	378	378	378	378

Duplicate this page as necessary.



# MEAL SERVICE INFORMATION AND DELIVERY SCHEDULE

Exhibit A-3

Site Name	BREAKFAST				LUNCH			
	Meal Service Schedule	Delivery Schedule	Meal Charges		Meal Service Schedule	Delivery Schedule	Meal Charges	
			Reduced	Paid			Reduced	Paid
Staunton Elementary 801 N Deneen St Staunton, IL 62088	7:30am – 8:15am	N/A	\$ .30	\$ 1.75	10:45am- 12:00pm	N/A	\$ .40	\$2.86
Staunton Junior High 801 N Deneen St Staunton, IL 62088	7:30am – 8:15am	N/A	\$ .30	\$ 1.75	12:05pm – 12:45	N/A	\$ .40	\$2.86
Staunton High School 801 N Deneen St Staunton, IL 62088	7:30am – 8:15am	N/A	\$ .30	\$ 1.75	11:31am – 12:07pm	N/A	\$ .40	\$2.86

Duplicate this page as necessary.

All information provided is subject to change.

## Food-Based Meal Pattern 21-Day Cycle Menu

**Exhibit B-1**

21-Day Cycle Menu																								
Beans and Peas					Dark Green Vegetables					Starchy Vegetables					Rec/Orange Vegetables					Other Vegetables				
1		2		3		4		5		6		7		8		9		10						
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
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1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
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1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
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1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2					
1	2	2	2	2	2	2	2																	

G/B	M/MA	11	G/B	M/MA	12	G/B	M/MA	13	G/B	M/MA	14	G/B	M/MA	15
1		2 Chicken Nuggets(5)	2		2 Chicken & Chis. Quesadilla	2		2 Cheeseburger/WG Bun	2		2 Chili Cheese Scoops	2		2 Tony's Pizza
1		2 Bosco Stick w/sauce	2		2 Meat & Cheese Nachos	2		2 BBQ Pulled Pork on WG Bun	2		2 Chicken Patty/WG Bun	2		2 Corn Dog
2		2 SBI/WG Bread & Cheesestick	2		2 Crispy Chicken Salad/2 bread	2		2 Chef Salad/2 breadsticks	2		2 Peppi Salad/2 breadsticks	2		2 Garden Salad/2 breadsticks
1		1 Yogurt Parfait & Graham Crax	2		2 Turkey & Cheese/WG Bread	2		2 Ham & Cheese/WG Bread	2		2 Cold Cut Sand/WG Bread	2		2 SBI/WG Bread & Cheesestick
Fruit		Variety Fruit	Fruit		Variety Fruit	Fruit		Variety Fruit	Fruit		Variety Fruit	Fruit		Variety Fruit
1/2 c		1/2 c	1/2 c		100% Fruit Juice	1/2 c		1/2 c	1/2 c		100% Fruit Juice	1/2 c		1/2 c
Veg		Veg	Veg		Refined Beans	Veg		Oven Fries	Veg		Baby Carrots	Veg		Romaine Salad
3/4 c		3/4 c	3/4 c		Milk Variety	3/4 c		Milk Variety	3/4 c		Milk Variety	3/4 c		Milk Variety
G/B	M/MA	16	G/B	M/MA	17	G/B	M/MA	18	G/B	M/MA	19	G/B	M/MA	20
1		2 Spaghetti & Meat Sauce	1.5		2 Hot Dog on WG Bun	2		2 Country Fried Steak	1.5		2 Beefy Mac	2		2 Chicken Nuggets w/WG waffles
1		2 Popcorn Chicken Bites	2		2 Meat & Cheese Nachos	2		2 Cheeseburger on WG Bun	2		2 Chicken Patty on WG Bun	2		2 Tony's Pizza
2		2 SBI/WG Bread & Cheesestick	2		2 Crispy Chicken Salad/2 bread	2		2 Chef Salad/2 breadsticks	2		2 Peppi Salad/2 breadsticks	2		2 Garden Salad/2 breadsticks
1		1 Yogurt Parfait & Graham Crax	2		2 Turkey & Cheese/WG Bread	2		2 Ham & Cheese/WG Bread	2		2 Cold Cut Sand/WG Bread	2		2 SBI/WG Bread & Cheesestick
Fruit		Variety Fruit	Fruit		Variety Fruit	Fruit		Variety Fruit	Fruit		Variety Fruit	Fruit		Variety Fruit
1/2 c		1/2 c	1/2 c		100% Fruit Juice	1/2 c		1/2 c	1/2 c		100% Fruit Juice	1/2 c		1/2 c
Veg		Veg	Veg		Refined Beans	Veg		Baby Carrots	Veg		Baby Carrots	Veg		Potato Rounds
3/4 c		3/4 c	3/4 c		Milk Variety	3/4 c		Milk Variety	3/4 c		Milk Variety	3/4 c		Milk Variety

G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
1	21						
1	2 Chicken Nuggets(5)						
1	2 BBQ Rib w/WG Bun						
2	2 SB/ WG Bread & Cheesestick						
1	1 Yogurt Parfait & Graham Crax						
Fruit	Variety Fruit						
1/2 c.							
Veg							
3/4 c							

The contractor must adhere to each 21-day cycle menu for the first 21 days of meal service.  
Products may be brand name or equivalent as stipulated in this contract.  
The contractor is encouraged to incorporate low sodium products.  
Required average daily calorie range per 5-day week = \$50-650

\*Leafy green vegetables: 1 cup counts as 1/2 cup vegetable equivalent  
\*\*Raisins: 1/4 cup counts as 1/2 cup fruit equivalent  
Grains must meet the designated ounce equivalents per the menu guidelines.  
2 oz. milk served daily per meal pattern requirements.

In most cases, the serving sizes provided on the 21-day cycle menu(s) are based on the required minimum serving sizes stated in Exhibit C. If the serving sizes for the food items indicated on the menu(s) do not meet the required average daily calorie range and nutrient standards as stated in Exhibit C, the contractor awarded the contract is required to adjust serving sizes and/or provide additional food items as necessary to meet the calorie range and nutrient standards without altering the 21-day cycle menu(s). Prior to submitting a bid, it is the contractor's responsibility to conduct a nutritional analysis of the menu(s) based on the products/brands to be served in order to determine if serving size adjustments and/or additional food items will be necessary. The contractor's bid should take into consideration this determination.

Baked Beans  
Milk Variety

## 6-8 Grade Lunch Menu

## Food-Based Meal Pattern 21-Day Cycle Menu

**Exhibit B-1**

1		3		4		5	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	3/4 c	<del>Baby Carrots</del>	Corn
Milk Variety		Milk Variety		Milk Variety		Milk Variety	
G/B	M/MA	G/B	M/MA	G/B	M/MA	G/B	M/MA
2	2	2	2	2	2	2	2
2	2	2	2	2	2	2	2
Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	1/2 c	Variety Fruit	Variety Fruit
Veg							

G/B	M/MA	16	G/B	M/MA	17	G/B	M/MA	18	G/B	M/MA	19	G/B	M/MA	20
2	2	Spaghetti & Meat Sauce w/WG Bread	2	2	Chili Dog	2	2	Chicken Broccoli Bake	2	2	Chicken Nuggets & Waffles	2	2	Country Fried Steak w/WG Bread
2	2	Splory Popcorn Chicken Bites	2	2	Chicken Fajita Bowl	2	2	BBQ Chicken on WG Bun	2	2	Chicken Burrito (10" tortilla)	2	2	Italian Grilled Cheese
Fruit	1/2 c.	Variety Fruit	1/2 c.	1/2 c.	Variety Fruit	1/2 c.	1/2 c.	Variety Fruit	1/2 c.	1/2 c.	Variety Fruit	1/2 c.	1/2 c.	Variety Fruit
Veg	3/4 c.	Green Beans	3/4 c.	3/4 c.	Black Beans	3/4 c.	3/4 c.	Steamed Carrots	3/4 c.	3/4 c.	Potato Rounds	1 c.	1 c.	Romaine Salad
G/B	M/MA	21	G/B	M/MA	22	G/B	M/MA	23	G/B	M/MA	24	G/B	M/MA	25
2	2	Chicken Nuggets(s) w/WG Bread Slice	2	2	Chili Dog	2	2	Chicken Broccoli Bake	2	2	Chicken Nuggets & Waffles	2	2	Country Fried Steak w/WG Bread
2	2	Cheesy Mac & Ham	2	2	Chicken Fajita Bowl	2	2	BBQ Chicken on WG Bun	2	2	Chicken Burrito (10" tortilla)	2	2	Italian Grilled Cheese
Fruit	1/2 c.	Variety Fruit	1/2 c.	1/2 c.	Variety Fruit	1/2 c.	1/2 c.	Variety Fruit	1/2 c.	1/2 c.	Variety Fruit	1/2 c.	1/2 c.	Variety Fruit
Veg	3/4 c.	Green Beans	3/4 c.	3/4 c.	Black Beans	3/4 c.	3/4 c.	Steamed Carrots	3/4 c.	3/4 c.	Potato Rounds	1 c.	1 c.	Romaine Salad

The contractor must adhere to each 21-day cycle menu for the first 21 days of meal service.

Products may be brand name or equivalent as stipulated in this contract.

The contractor is encouraged to incorporate low sodium products.

Required average daily calorie range per 5-day week = 600-700

\*Leafy green vegetables: 1 cup counts as 1/2 cup vegetable equivalent

\*\*Raisins: 1/4 cup counts as 1/2 cup fruit equivalent

Grains must meet the designated ounce equivalents per the menu guidelines.

3 oz. milk served daily per meal (pasture raised milk preferred)

In most cases, the serving sizes provided on the 21-day cycle menu(s) are based on the required minimum serving sizes stated in Exhibit C. If the serving sizes for the food items indicated on the menu(s) do not meet the required average daily calorie range and nutrient standards as stated in Exhibit C, the contractor awarded the contract is required to adjust serving sizes and/or provide additional food items as necessary to meet the calorie range and nutrient standards without altering the 21-day cycle menu(s). Prior to submitting a bid, it is the contractor's responsibility to conduct a nutritional analysis of the menu(s) based on the products/brands to be served in order to determine if serving size adjustments and/or additional food items will be necessary. The contractor's bid should take into consideration this determination.

## (Kindergarten-8th Grade)

### Food-Based Meal Pattern 21-Day Cycle Menu

#### Exhibit B-1

#### Hot/Cold

1	2	3	4	5
G/B	G/B	G/B	G/B	G/B
2 oz.	2 oz.	2 oz.	2 oz.	2 oz.
WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast
Muffin	Mini Cinni's	Pancake Wrap	Blueberry Waffles	French Toast Sticks w/syrup
Biscuit w/	Cheesy Eggs	Apple Fudel	Breakfast Pizza	Breakfast Burrito
Sausage	Toast	Applesauce	Mixed Fruit	Orange Smiles
Peaches	Pears	100% Fruit Juice	100% Fruit Juice	100% Fruit Juice
100% Fruit Juice	100% Fruit Juice	100% Fruit Juice	100% Fruit Juice	100% Fruit Juice
6	7	8	9	10
G/B	G/B	G/B	G/B	G/B
2 oz.	2 oz.	2 oz.	2 oz.	2 oz.
WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast
Breakfast Pizza	Banana Bread	Rich's Donut	Bagelful	Super Bun
Biscuit w/	Biscuit w/	M/MA Sausage	Breakfast Pizza	Toast
Ham & Cheese	Sausage Gravy	Applesauce	Mixed Fruit	Cheesy Eggs
Peaches	Pears	100% Fruit Juice	100% Fruit Juice	Orange Smiles
100% Fruit Juice	100% Fruit Juice	100% Fruit Juice	100% Fruit Juice	100% Fruit Juice
11	12	13	14	15
G/B	G/B	G/B	G/B	G/B
2 oz.	2 oz.	2 oz.	2 oz.	2 oz.
WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast
Muffin	Mini Cinni's	Pancake Wrap	Blueberry Waffles	French Toast Sticks w/syrup
Biscuit w/	Cheesy Eggs	Apple Fudel	Breakfast Pizza	Biscuit w/
Sausage	Toast	Applesauce	Mixed Fruit	M/MA Egg, Ham & Cheese
Peaches	Pears	100% Fruit Juice	100% Fruit Juice	Orange Smiles
100% Fruit Juice	100% Fruit Juice	100% Fruit Juice	100% Fruit Juice	100% Fruit Juice
16	17	18	19	20
G/B	G/B	G/B	G/B	G/B
2 oz.	2 oz.	2 oz.	2 oz.	2 oz.
WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast	WG Cereal and Toast
Breakfast Pizza	Banana Bread	Rich's Donut	Bagelful	Super Bun
Biscuit w/	Biscuit w/		Breakfast Pizza	Toast

M/MA F/N	Ham & Cheese Peaches 1/2 c. 1/2 c.	M/MA 1/2 c. 1/2 c.	Sausage Gravy Pears 100% Fruit Juice	Sausage Applesauce 1/2 c. 1/2 c.	Syrup	Mixed Fruit 100% Fruit Juice	Cheesy Eggs Orange Smiles 100% Fruit Juice
<p>The contractor must adhere to each 21-day cycle menu for the first 21 days of meal service.</p> <p>Products may be brand name or equivalent as stipulated in this contract.</p> <p>Required average daily calorie range per 5-day week = 450-500</p> <p>In most cases, the serving sizes provided by the SFA on the 21-day cycle menu(s) are based on the required minimum serving sizes stated in Exhibit C. If the serving sizes for the food items indicated on the menu(s) do not meet the required average daily calorie range and nutrient standards as stated in Exhibit C, the contractor awarded the contract is required to adjust serving sizes and/or provide additional food items as necessary to meet the calorie range and nutrient standards without significantly altering the 21-day cycle menu(s). Prior to submitting a bid, it is the contractor's responsibility to conduct a nutritional analysis of the menu(s) based on the products/brands to be served in order to determine if serving size adjustments and/or additional food items will be necessary. The contractor's bid should take into consideration this determination.</p>							
G/B	2 oz.						
G/B	2 oz.						
G/B	2 oz.						
M/MA							
F/N	1/2 c.						
	1/2 c.						

The contractor is encouraged to incorporate low sodium products. Condiments to be included.

Grains and meat/meat alternates must meet the designated ounce equivalents per the menu guidelines.

8 oz. milk served daily per meal pattern requirements

\*Raisins: 1/4 cup counts as 1/2 cup fruit equivalent

# Meal Choices and Additional Daily Offerings

## Staunton CUSD #6

Site Name	Reimbursable Meal "Entrée" Choices*	Additional Fruit Choices	Additional Vegetable Choices	Salad Bar Offered	Additional Daily Offerings
Staunton Elementary School	1	2	0	No	No
Staunton Junior High	3	3	0	No	No
Staunton High School	4	4	1	Yes	List 1

### List 1

Chicken Patty  
Pizza  
Grilled Chicken on a Bun  
Tuna

### Salad Bar Items (Sample)

Iceberg Lettuce  
Baby Carrots  
Cucumber Slices  
Sliced Tomatoes  
Broccoli  
Cauliflower

Fat-Free Salad Dressings:  
Italian

(Sample) Note: At the high school, one of the varied Reimbursable Meal "Entrée" Choices must be vegetarian.

\*The minimum number of Reimbursable Meal "Entrée" Choices is one (1) per the 21-day cycle menu. This column does not denote the number of additional "entrée" choices. For example, two (2) means the one (1) entrée per the 21-day cycle menu AND one (1) additional "varied" entrée that may be served as part of the reimbursable meal, for a total of two (2) reimbursable meal entrées from which students may choose. In addition, the varied Reimbursable Meal "Entrée" Choices are generally not the same as the Additional Daily Offerings.

## Nutrition Standards in the National School Lunch and School Breakfast Programs—Jan. 2012

	Breakfast Meal Pattern			Lunch Meal Pattern		
	Grades K-5 <sup>a</sup>	Grades 6-8 <sup>a</sup>	Grades 9-12 <sup>a</sup>	Grades K-5	Grades 6-8	Grades 9-12
Meal Pattern	Amount of Food <sup>b</sup> Per Week (Minimum Per Day)					
Fruits (cups) <sup>c,d</sup>	5 (1) <sup>e</sup>	5 (1) <sup>e</sup>	5 (1) <sup>e</sup>	2½ (½)	2½ (½)	5 (1)
Vegetables (cups) <sup>c,d</sup>	0	0	0	3¼ (¾)	3¼ (¾)	5 (1)
Dark green <sup>f</sup>	0	0	0	½	½	½
Red/Orange <sup>f</sup>	0	0	0	¾	¾	1¼
Beans/Peas (Legumes) <sup>f</sup>	0	0	0	½	½	½
Starchy <sup>f</sup>	0	0	0	½	½	½
Other <sup>g,h</sup>	0	0	0	½	½	¾
Additional Veg to Reach Total <sup>h</sup>	0	0	0	1	1	1½
Grains (oz eq) <sup>i</sup>	7-10 (1) <sup>j</sup>	8-10 (1) <sup>j</sup>	9-10 (1) <sup>j</sup>	8-9 (1)	8-10 (1)	10-12 (2)
Meats/Meat Alternates (oz eq)	0 <sup>k</sup>	0 <sup>k</sup>	0 <sup>k</sup>	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups) <sup>l</sup>	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)
<b>Other Specifications: Daily Amount Based on the Average for a 5-Day Week</b>						
Min-max calories (kcal) <sup>m,n,o</sup>	350-500	400-550	450-600	550-650	600-700	750-850
Saturated fat (% of total calories) <sup>n,o</sup>	< 10	< 10	< 10	< 10	< 10	< 10
Sodium (mg) <sup>n,p</sup>	≤ 430	≤ 470	≤ 500	≤ 640	≤ 710	≤ 740
Trans fat <sup>n,o</sup>	Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving.					

<sup>a</sup>In the SBP, the above age-grade groups are required beginning July 1, 2013 (SY 2013-14). In SY 2012-2013 only, schools may continue to use the meal pattern for grades K-12 (see § 220.23).

<sup>b</sup>Food items included in each food group and subgroup and amount equivalents. Minimum creditable serving is ½ cup.

<sup>c</sup>One quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.

<sup>d</sup>For breakfast, vegetables may be substituted for fruits, but the first two cups per week of any such substitution must be from the dark green, red/orange, beans and peas (legumes) or "Other vegetables" subgroups as defined in § 210.10(c)(2)(iii).

<sup>e</sup>The fruit quantity requirement for the SBP (5 cups/week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 2014-2015).

<sup>f</sup>Larger amounts of these vegetables may be served.

<sup>g</sup>This category consists of "Other vegetables" as defined in § 210.10(c)(2)(iii)(E). For the purposes of the NSLP, "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in § 210.10(c)(2)(iii).

<sup>h</sup>Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.

<sup>i</sup>At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013), and in the SBP beginning July 1, 2013 (SY 2013-2014). All grains must be whole grain-rich in both the NSLP and the SBP beginning July 1, 2014 (SY 2014-15).

<sup>j</sup>In the SBP, the grain ranges must be offered beginning July 1, 2013 (SY 2013-2014).

<sup>k</sup>There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013 (SY 2013-2014), schools may substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grains requirement is met.

<sup>l</sup>Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).

<sup>m</sup>The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).

<sup>n</sup>Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent milk fat are not allowed.

<sup>o</sup>In the SBP, calories and trans fat specifications take effect beginning July 1, 2013 (SY 2013-2014).

<sup>p</sup>Final sodium specifications are to be reached by SY 2022-2023 or July 1, 2022. Intermediate sodium specifications are established for SY 2014-2015 and 2017-2018. See required intermediate specifications in § 210.10(f)(3) for lunches and § 220.8(f)(3) for breakfast.



# Implementation Timeline for Final Rule—Jan. 2012

Exhibit C-2

## Nutrition Standards in the National School Lunch and School Breakfast Programs

ALL meal pattern and nutrition standards requirements indicated by the USDA for implementation through the 2014–2015 School Year for both the National School Lunch and School Breakfast Programs **MUST** be implemented for the 2012–2013 Contract Term with the only exception of the sodium targets, which must be implemented as required in subsequent Contract Terms, if applicable.

New Requirements	Implementation (School Year) for NSLP (L) and SBP (B)						
	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2022/23
<b>Fruits Component</b>							
• Offer fruit daily	L						
• Fruit quantity increase to 5 cups/week (minimum 1 cup/day)			B				
<b>Vegetables Component</b>							
• Offer vegetables subgroups weekly	L						
<b>Grains Component</b>							
• Half of grains must be whole grain-rich	L	B					
• All grains must be whole-grain rich			L, B				
• Offer weekly grains ranges	L	B					
<b>Meats/Meat Alternates Component</b>							
• Offer weekly meats/meat alternates ranges (daily min.)	L						
<b>Milk Component</b>							
• Offer only fat-free (unflavored or flavored) and low-fat (unflavored) milk	L, B						
<b>Dietary Specifications (to be met on average over a week)</b>							
• Calorie ranges	L	B					
• Saturated fat limit (no change)	L, B						
• Sodium Targets <ul style="list-style-type: none"> <li>○ Target 1</li> <li>○ Target 2</li> <li>○ Final target</li> </ul>			L, B			L, B	L, B
• Zero grams of <u>trans</u> fat per portion	L	B					
<b>Menu Planning</b>							
• A single FBMP approach	L	B					
<b>Age-Grade Groups</b>							
• Establish age/grade groups: K-5, 6-8, 9-12	L	B					
<b>Offer vs. Serve</b>							
• Reimbursable meals must contain a fruit or vegetable (1/2 cup minimum)	L		B				
<b>Monitoring</b>							
• 3-year adm. review cycle		L, B					
• Conduct weighted nutrient analysis on 1 week of menus	L	B					

# Vegetable Subgroups

Exhibit C-3

Listed below are samples of commonly-eaten vegetables found in each of the required vegetable subgroups. The list is not all-inclusive.

<p><b>Dark Green Vegetables</b></p> <ul style="list-style-type: none"> <li>▪ bok choy</li> <li>▪ broccoli</li> <li>▪ collard greens</li> <li>▪ dark green leafy lettuce</li> <li>▪ kale</li> <li>▪ mesclun</li> <li>▪ mustard greens</li> <li>▪ romaine lettuce</li> <li>▪ spinach</li> <li>▪ turnip greens</li> <li>▪ watercress</li> </ul>	<p><b>Beans and Peas*</b></p> <ul style="list-style-type: none"> <li>▪ black beans</li> <li>▪ black-eyed peas (mature, dry)</li> <li>▪ garbanzo beans (chickpeas)</li> <li>▪ kidney beans</li> <li>▪ lentils</li> <li>▪ navy beans</li> <li>▪ pinto beans</li> <li>▪ soy beans</li> <li>▪ split peas</li> <li>▪ white beans</li> </ul>
<p><b>Starchy Vegetables</b></p> <ul style="list-style-type: none"> <li>▪ cassava</li> <li>▪ corn</li> <li>▪ fresh cowpeas, field peas, or black-eyed peas (not dry)</li> <li>▪ green bananas</li> <li>▪ green peas</li> <li>▪ green lima beans</li> <li>▪ plantains</li> <li>▪ potatoes</li> <li>▪ taro</li> <li>▪ water chestnuts</li> </ul>	<p><b>Other Vegetables</b></p> <ul style="list-style-type: none"> <li>▪ artichokes</li> <li>▪ asparagus</li> <li>▪ avocado</li> <li>▪ bean sprouts</li> <li>▪ beets</li> <li>▪ Brussels sprouts</li> <li>▪ cabbage</li> <li>▪ cauliflower</li> <li>▪ celery</li> <li>▪ cucumbers</li> <li>▪ eggplant</li> <li>▪ green beans</li> </ul>
<p><b>Red &amp; Orange Vegetables</b></p> <ul style="list-style-type: none"> <li>▪ acorn squash</li> <li>▪ butternut squash</li> <li>▪ carrots</li> <li>▪ hubbard squash</li> <li>▪ pumpkin</li> <li>▪ red peppers</li> <li>▪ sweet potatoes</li> <li>▪ tomatoes</li> <li>▪ tomato juice</li> </ul>	<p><b>Other Vegetables (continued)</b></p> <ul style="list-style-type: none"> <li>▪ green peppers</li> <li>▪ iceberg (head) lettuce</li> <li>▪ mushrooms</li> <li>▪ okra</li> <li>▪ onions</li> <li>▪ parsnips</li> <li>▪ turnips</li> <li>▪ wax beans</li> <li>▪ zucchini</li> </ul>

\*For more information on Beans and Peas, refer to <http://www.choosemyplate.gov/food-groups/vegetables-beans-peas.html>.

Choose My Plate.gov, United States Department of Agriculture

## SCHOOL LUNCH AND BREAKFAST

WHOLE GRAIN-RICH OUNCE EQUIVALENCY (OZ EQ)  
REQUIREMENTS FOR SCHOOL MEAL PROGRAMS<sup>1,2</sup>

GROUP A	OZ EQ FOR GROUP A
<ul style="list-style-type: none"> <li>Bread type coating</li> <li>Bread sticks (hard)</li> <li>Chow mein noodles</li> <li>Savory Crackers (saltines and snack crackers)</li> <li>Croutons</li> <li>Pretzels (hard)</li> <li>Stuffing (dry) Note: weights apply to bread in stuffing.</li> </ul>	1 oz eq = 22 gm or 0.8 oz  3/4 oz eq = 17 gm or 0.6 oz  1/2 oz eq = 11 gm or 0.4 oz  1/4 oz eq = 6 gm or 0.2 oz
GROUP B	OZ EQ FOR GROUP B
<ul style="list-style-type: none"> <li>Bagels</li> <li>Batter type coating</li> <li>Biscuits</li> <li>Breads (sliced whole wheat, French, Italian)</li> <li>Buns (hamburger and hot dog)</li> <li>Sweet Crackers<sup>4</sup> (graham crackers - all shapes, animal crackers)</li> <li>Egg roll skins</li> <li>English muffins</li> <li>Pita bread (whole wheat or whole grain-rich)</li> <li>Pizza crust</li> <li>Pretzels (soft)</li> <li>Rolls (whole wheat or whole grain-rich)</li> <li>Tortillas (whole wheat or whole corn)</li> <li>Tortilla chips (whole wheat or whole corn)</li> <li>Taco shells (whole wheat or whole corn)</li> </ul>	1 oz eq = 28 gm or 1.0 oz  3/4 oz eq = 21 gm or 0.75 oz  1/2 oz eq = 14 gm or 0.5 oz  1/4 oz eq = 7 gm or 0.25 oz
GROUP C	OZ EQ FOR GROUP C
<ul style="list-style-type: none"> <li>Cookies<sup>3</sup> (plain - includes vanilla wafers)</li> <li>Cornbread</li> <li>Corn muffins</li> <li>Croissants</li> <li>Pancakes</li> <li>Pie crust (dessert pies<sup>3</sup>, cobbler<sup>3</sup>, fruit turnovers<sup>4</sup>, and meat/meat alternate pies)</li> <li>Waffles</li> </ul>	1 oz eq = 34 gm or 1.2 oz  3/4 oz eq = 26 gm or 0.9 oz  1/2 oz eq = 17 gm or 0.6 oz  1/4 oz eq = 9 gm or 0.3 oz
GROUP D	OZ EQ FOR GROUP D
<ul style="list-style-type: none"> <li>Doughnuts<sup>4</sup> (cake and yeast raised, unfrosted)</li> <li>Cereal bars, breakfast bars, granola bars<sup>4</sup> (plain)</li> <li>Muffins (all, except corn)</li> <li>Sweet roll<sup>4</sup> (unfrosted)</li> <li>Toaster pastry<sup>4</sup> (unfrosted)</li> </ul>	1 oz eq = 55 gm or 2.0 oz  3/4 oz eq = 42 gm or 1.5 oz  1/2 oz eq = 28 gm or 1.0 oz  1/4 oz eq = 14 gm or 0.5 oz

<sup>1</sup> The following food quantities from Groups A-G, must contain at least 16 grams of whole-grain or can be made with 8 grams of whole-grain and 8 grams of enriched meal and/or enriched flour to be considered whole grain-rich.

<sup>2</sup> Some of the following grains may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.

<sup>3</sup> Allowed only as dessert at lunch as specified in §210.10.

<sup>4</sup> Allowed for desserts at lunch as specified in §210.10, and for breakfasts served under the SBP.

GROUP E	OZ EQ FOR GROUP E
<ul style="list-style-type: none"> <li>Cereal bars, breakfast bars, granola bars<sup>4</sup> (with nuts, dried fruit, and/or chocolate pieces)</li> <li>Cookies<sup>3</sup> (with nuts, raisins, chocolate pieces and/or fruit purees)</li> <li>Doughnuts<sup>4</sup> (cake and yeast raised, frosted or glazed)</li> <li>French toast</li> <li>Sweet rolls<sup>4</sup> (frosted)</li> <li>Toaster pastry<sup>4</sup> (frosted)</li> </ul>	1 oz eq = 69 gm or 2.4 oz 3/4 oz eq = 52 gm or 1.8 oz 1/2 oz eq = 35 gm or 1.2 oz 1/4 oz eq = 18 gm or 0.6 oz
GROUP F	OZ EQ FOR GROUP F
<ul style="list-style-type: none"> <li>Cake<sup>3</sup> (plain, unfrosted)</li> <li>Coffee cake<sup>4</sup></li> </ul>	1 oz eq = 82 gm or 2.9 oz 3/4 oz eq = 62 gm or 2.2 oz 1/2 oz eq = 41 gm or 1.5 oz 1/4 oz eq = 21 gm or 0.7 oz
GROUP G	OZ EQ FOR GROUP G
<ul style="list-style-type: none"> <li>Brownies<sup>3</sup> (plain)</li> <li>Cake<sup>3</sup> (all varieties, frosted)</li> </ul>	1 oz eq = 125 gm or 4.4 oz 3/4 oz eq = 94 gm or 3.3 oz 1/2 oz eq = 63 gm or 2.2 oz 1/4 oz eq = 32 gm or 1.1 oz
GROUP H	OZ EQ FOR GROUP H
<ul style="list-style-type: none"> <li>Cereal Grains (barley, quinoa, etc)</li> <li>Breakfast cereals (cooked)<sup>5, 6</sup></li> <li>Bulgur or cracked wheat</li> <li>Macaroni (all shapes)</li> <li>Noodles (all varieties)</li> <li>Pasta (all shapes)</li> <li>Ravioli (noodle only)</li> <li>Rice (enriched white or brown)</li> </ul>	1 oz eq = 1/2 cup cooked or 1 ounce (28 g) dry
GROUP I	OZ EQ FOR GROUP I
<ul style="list-style-type: none"> <li>Ready to eat breakfast cereal (cold, dry) <sup>5, 6</sup></li> </ul>	1 oz eq = 1 cup or 1 ounce for flakes and rounds 1 oz eq = 1.25 cups or 1 ounce for puffed cereal 1 oz eq = 1/4 cup or 1 ounce for granola

<sup>5</sup> Refer to program regulations for the appropriate serving size for supplements served to children aged 1 through 5 in the NSLP; and meals served to children ages 1 through 5 and adult participants in the CACFP. Breakfast cereals are traditionally served as a breakfast menu item but may be served in meals other than breakfast.

<sup>6</sup> Cereals must be whole-grain, or whole grain and enriched or fortified cereal.

Exhibit D:

School Year (SY) 2018 – 2019 Commodities

## Fresh Fruits &amp; Vegetables Participation(List)

Home Annual Order Forms Monthly Process Reports Administration

## Agency Year Account Summary 2019 - SCHOOL (A)

STAUNTON  
 Agency Name: COMM UNIT SCH DIST 6 Beginning PAL Balance: \$31,440.4200  
 Agreement Nbr: 40056006026A1  
 Contract Nbr: 05600800A2019 DoD Fresh Fruits & Vegetables Deduction: \$12,890.5700  
 County: MACOUPIN (056) PAL Processing Deduction: \$4,596.7537  
 Representative: DAN COX Available for PAL USDA Foods Requests: \$13,953.0963  
 Phone Nbr: (618) 635-2962 Value of PAL USDA Foods Requests: \$13,266.6205

## DOD Fresh Fruits &amp; Vegetables Information

THIS FORM MUST BE FILLED OUT BEFORE YOU CAN COMPLETE YOUR OTHER ORDER FORMS!

**\*\*Participation in this program is optional! If you allocate money to this program, you are required to register and place your orders on FFAVORS. Please do not designate money for this program if you are not going to use it! You are not required to participate. This is a "use it or lose it" program.\*\***

The DoD Fresh Fruits and Vegetables Program is now available to all schools. To participate, you must click on "Yes" below and indicate the amount of your Beginning PAL (Entitlement) Balance you would like to designate for this program. If you do not want to participate in this program, click on "No" and proceed with the rest of the annual order.

You can designate up to 100% of your Beginning PAL Balance for the DoD Fresh Fruits and Vegetables Program. The amount you designate will be deducted from your Beginning PAL (Entitlement) Balance. There is a \$100.00 minimum required to participate in this program. Any remaining amount can be used for Diversion to Processors or USDA Foods orders.

If you choose to participate in this program, you can place orders beginning in August directly with the Department of Defense via the Fresh Fruits and Vegetable Order Receipt System (FFAVORS) at <http://www.fns.usda.gov/fdd/fresh-fruits-and-vegetables-order-receipt-system-ffavors>. Please contact Evan Newpher-Lockard at 215-737-5373 or e-mail [evan.newpher-lockard@dla.mil](mailto:evan.newpher-lockard@dla.mil) if you have any questions regarding this program or need assistance getting set up on FFAVORS. If he is not available, the back-up contact is Deborah Peden at 215-737-5487, [deborah.peden@dla.mil](mailto:deborah.peden@dla.mil).

\*Participate:

☒ Yes ☐ No

Total PAL \$'s to spend on DoD: \$12,890.57

Created By:

bsomasun

12/4/2017 3:01:00 PM

Updated By:

BULLDOGS 2/15/2018 2:06:04 PM

\* - Required Field

Search

## Annual Order Form (Group A)

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## Agency Year Account Summary 2019

Agency Name: STAUNTON COMM UNIT SCH  
DIST 6

Beginning PAL Balance: \$31,440.4200

Agreement Nbr: 40056006026A1

Contract Nbr: 05600800A2019

PAL Processing Deduction: \$4,596.7537

DoD Fresh Fruits &amp; Vegetables Deduction: \$12,890.5700

Representative: DAN COX

Available for PAL USDA Foods Requests: \$13,953.0963

Phone Nbr: (618) 635-2962

Value of PAL USDA Foods Requested: \$13,266.6205

Click on Bonus to place a bonus order

2019 - SCHOOL (A) ▼

Fruits ▼



PAL	Bonus										
	Code	USDA Foods Name	PAL/ Bonus	Accepted	Requested	Balance	Case Value	Requested Value	Pack Size	Storage Type	
	100206	APPLE SLICES, CND UNSWT	PAL	<input checked="" type="checkbox"/>	20	20	\$29.5932	\$591.8640	6/#10 CANS	Dry	
	110541	APPLESAUCE, CND, UNSWT	PAL	<input checked="" type="checkbox"/>	30	30	\$17.8875	\$536.6250	6/#10 CANS	Dry	
	110361	APPLESAUCE CUPS, UNSWT, 96/4.5 OZ	PAL	<input checked="" type="checkbox"/>	15	15	\$13.9603	\$209.4045	96/ 4.5 OZ CUPS	Dry	
	100261	APRICOT CUPS, DICED, FRZ, 4.5 OZ	PAL	<input type="checkbox"/>	0	0	\$45.8093	\$0.0000	96/4.5 OZ CUP	Freezer	
	100216	APRICOTS, DICED, XLT SYRUP, CND	PAL	<input type="checkbox"/>	0	0	\$36.3852	\$0.0000	6/#10 CANS	Dry	
	110624	BLUEBERRIES, HIGHBUSH FRZ	PAL	<input checked="" type="checkbox"/>	15	15	\$26.4510	\$396.7650	30# CARTON	Freezer	
	100299	CHERRIES, DRIED 4/4#	PAL	<input type="checkbox"/>	0	0	\$72.9760	\$0.0000	4/4# PACKAGES	Dry	
	110859	MIXED BERRIES, CUP, FRZ	PAL	<input checked="" type="checkbox"/>	10	10	\$26.6640	\$266.6400	96/4oz cups	Freezer	
	110723	CRANBERRIES, DRIED, 300/1.16 oz	PAL	<input checked="" type="checkbox"/>	5	5	\$44.5636	\$222.8180	300/1.16oz pkgs	Dry	
	110161	FRUIT MIX, DRIED 5/5# BAGS	PAL	<input type="checkbox"/>	0	0	\$70.4075	\$0.0000	5/5# BAGS	Dry	
	100212	MIXED FRUIT, XLT SYRUP, CND	PAL	<input type="checkbox"/>	0	0	\$34.8647	\$0.0000	6/#10 CANS	Dry	
	110651	ORANGE JUICE, 96/4 oz CUPS	PAL	<input checked="" type="checkbox"/>	20	20	\$15.9057	\$318.1140	96/4 oz cups	Freezer	
	100241	PEACH CUPS, DICED, FRZ, 4.4 OZ	PAL	<input type="checkbox"/>	0	0	\$44.0114	\$0.0000	96/4.4 OZ CUPS	Freezer	
	100220	PEACHES, CLING, DICED, XLT SYRUP, CND	PAL	<input type="checkbox"/>	0	0	\$34.1532	\$0.0000	6/#10 CANS	Dry	
	100219	PEACHES, CLING, SLICED, XLT SYRUP, CND	PAL	<input checked="" type="checkbox"/>	50	50	\$33.4417	\$1,672.0850	6/#10 CANS	Dry	
	100239	PEACHES, FREESTONE, SLC, FRZ	PAL	<input checked="" type="checkbox"/>	10	10	\$21.9340	\$219.3400	20# CARTON	Freezer	
	100225	PEARS, DICED, XLT SYRUP, CND	PAL	<input type="checkbox"/>	0	0	\$31.7067	\$0.0000	6/#10 CANS	Dry	
	100224	PEARS, SLICED, XLT SYRUP, CND	PAL	<input checked="" type="checkbox"/>	40	40	\$32.4888	\$1,299.5520	6/#10 CANS	Dry	
	100293	RAISINS, UNSWT	PAL			10	\$17.3184	\$173.1840	144/1.33 OZ	Cooler	

2/20/2018

RequestDetailAlloc

	144/1.33 OZ BOXES		<input checked="" type="checkbox"/>	10				BOXES		
100254	STRAWBERRIES, SLICED, FRZ	PAL	<input type="checkbox"/>	0	0	\$35.4750	\$0.0000	30# CARTON	Freezer	
100253	STRAWBERRIES, WHOLE, IQF	PAL	<input checked="" type="checkbox"/>	30	30	\$39.8220	\$1,194.6600	30# CONTAINER	Freezer	
100256	STRAWBERRY CUPS, DICED, FRZ, 4.5 OZ	PAL	<input checked="" type="checkbox"/>	20	20	\$47.2149	\$944.2980	96/4.5 OZ CUPS	Freezer	



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## Annual Order Form (Group A)

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## Agency Year Account Summary 2019

Agency Name: STAUNTON COMM UNIT SCH  
DIST 6

Beginning PAL Balance: \$31,440.4200

Agreement Nbr: 40056006026A1

Contract Nbr: 05600800A2019

PAL Processing Deduction: \$4,596.7537

DoD Fresh Fruits &amp; Vegetables Deduction: \$12,890.5700

Representative: DAN COX

Available for PAL USDA Foods Requests: \$13,953.0963

Phone Nbr: (618) 635-2962

Value of PAL USDA Foods Requested: \$13,266.6205

Click on Bonus to place a bonus order

2019 - SCHOOL (A) ▼

Meats/Alternates ▼



PAL	Bonus											
		Code	USDA Foods Name	PAL/ Bonus	Accepted	Requested	Balance	Case Value	Requested Value	Pack Size	Storage Type	
		100134	BEEF CRUMBLES, COOKED W/SPP	PAL	<input type="checkbox"/>	0	0	\$111.3960	\$0.0000	4/10# PKG.	Freezer	
		100158	BEEF, FINE GROUND, FRZ 40	PAL	<input checked="" type="checkbox"/>	20	20	\$91.5560	\$1,831.1200	40# CARTON	Freezer	
		100163	BEEF PATTY LEAN, RAW FRZ 3.1 oz	PAL	<input type="checkbox"/>	0	0	\$126.1480	\$0.0000	40# CARTON	Freezer	
		110348	BEEF PATTY RAW IQF W/SPP 2.8 oz	PAL	<input type="checkbox"/>	0	0	\$85.7880	\$0.0000	40# CARTON	Freezer	
		110322	BEEF PATTY W/SPP COOKED HMSTYLE 2.2oz	PAL	<input type="checkbox"/>	0	0	\$114.3480	\$0.0000	40# CARTON	Freezer	
		100188	HAM, COOKED, DICED, FRZ.	PAL	<input type="checkbox"/>	0	0	\$71.4080	\$0.0000	8/5# PKG	Freezer	
		100187	HAM, COOKED, SLICED, FRZ.	PAL	<input type="checkbox"/>	0	0	\$77.3920	\$0.0000	8/5# PKG	Freezer	
		110851	POLLOCK STICKS, BRD FRZ	PAL	<input type="checkbox"/>	0	0	\$86.6400	\$0.0000	40# CASE	Freezer	
		100173	PORK LEG ROAST, RAW, FRZ	PAL	<input checked="" type="checkbox"/>	5	5	\$54.8040	\$274.0200	36-42 LB CTN	Freezer	
		110730	PORK, UNSEASONED PULLED COOKED FRZ	PAL	<input type="checkbox"/>	0	0	\$106.2040	\$0.0000	8/5# Packages	Freezer	
		100195	TUNA, CHUNK LIGHT, IN WATER	PAL	<input type="checkbox"/>	0	0	\$56.4392	\$0.0000	6/66.5 OZ. CAN	Dry	



- Newly Offered USDA Foods



- Inactive



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## Annual Order Form (Group A)

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## Agency Year Account Summary 2019

Agency Name: STAUNTON COMM UNIT SCH  
DIST 6

Beginning PAL Balance: \$31,440.4200

Agreement Nbr: 40056006026A1

Contract Nbr: 05600800A2019

PAL Processing Deduction: \$4,596.7537

DoD Fresh Fruits & Vegetables Deduction: \$12,890.5700

Representative: DAN COX

Available for PAL USDA Foods Requests: \$13,953.0963

Phone Nbr: (618) 635-2962

Value of PAL USDA Foods Requested: \$13,266.6205

Click on Bonus to place a bonus order

2019 - SCHOOL (A) ▼

Vegetables ▼



PAL	Bonus											
		Code	USDA Foods Name	PAL/ Bonus	Accepted	Requested	Balance	Case Value	Requested Value	Pack Size	Storage Type	
		100359	BEANS, BLACK (TURTLE), LOW- SODIUM, CND	PAL	<input type="checkbox"/>	0	0	\$13.5270	\$0.0000	6/#10 CANS	Dry	
		100360	BEANS, GARBANZO, LOW- SODIUM, CND	PAL	<input type="checkbox"/>	0	0	\$14.8919	\$0.0000	6/#10 CANS	Dry	
		100307	BEANS, GREEN, CND, LOW SODIUM	PAL	<input checked="" type="checkbox"/>	35	35	\$13.5926	\$475.7410	6/#10 CANS	Dry	
		100362	BEANS, REFRIED, LOW SODIUM, CND	PAL	<input type="checkbox"/>	0	0	\$16.8672	\$0.0000	6/#10 CANS	Dry	
		100366	BEANS, SMALL RED, LOW- SODIUM, CND	PAL	<input type="checkbox"/>	0	0	\$13.2800	\$0.0000	6/#10 CANS	Dry	
		100364	BEANS, VEGETARIAN, LOW-SODIUM, CND	PAL	<input type="checkbox"/>	0	0	\$13.5027	\$0.0000	6/#10 CANS	Dry	
		110473	BROCCOLI, NO SALT ADDED, FRZ	PAL	<input checked="" type="checkbox"/>	20	20	\$39.2910	\$785.8200	30# case	Freezer	
		100309	CARROTS, SLC, LOW-SODIUM, CND	PAL	<input type="checkbox"/>	0	0	\$15.9225	\$0.0000	6/#10 CANS	Dry	
		100313	CORN, WHOLE KERNEL, CND, NO SALT	PAL	<input type="checkbox"/>	0	0	\$15.6854	\$0.0000	6/#10 CANS	Dry	
		100348	CORN, WHOLE KERNEL, FRZ	PAL	<input checked="" type="checkbox"/>	35	35	\$15.2280	\$532.9800	30# CARTON	Freezer	
		100315	PEAS, CND, LOW SODIUM	PAL	<input type="checkbox"/>	0	0	\$17.4432	\$0.0000	6/#10 CANS	Dry	
		100350	PEAS, FRZ	PAL	<input type="checkbox"/>	0	0	\$17.3160	\$0.0000	30# CARTON	Freezer	
		110724	PEPPER/ONION STRIPS BLND FRZ	PAL	<input type="checkbox"/>	0	0	\$33.0990	\$0.0000	30# Package	Freezer	
		110844	POTATOES, DICED FRZ	PAL	<input type="checkbox"/>	0	0	\$14.1540	\$0.0000	6/5# CASE	Freezer	
		100357	POTATO, OVEN FRY, FRZ	PAL	<input type="checkbox"/>	0	0	\$18.6990	\$0.0000	6/5# PKG.	Freezer	
		100356	POTATO WEDGES, FAT FREE, FRZ	PAL	<input checked="" type="checkbox"/>	50	50	\$20.4360	\$1,021.8000	6/5# PKG	Freezer	
		100355	POTATO WEDGES, FRZ	PAL	<input type="checkbox"/>	0	0	\$18.8070	\$0.0000	6/5# PKG.	Freezer	
		110186	SALSA, POUCH,	PAL			0	\$17.3588	\$0.0000	6/106oz	Dry	

		LOW SODIUM		<input type="checkbox"/>	0				POUCHES		
	110177	SPAGHETTI S, MEATLESS PCH LOW SODIUM	PAL	<input type="checkbox"/>	0	0	\$15.6734	\$0.0000	6/106 OZ POUCHES	Dry	
	110861	SQUASH, BUTTERNUT, IQF DICED	PAL	<input type="checkbox"/>	0	0	\$16.3290	\$0.0000	6/5# CASE	Freezer	
	110871	MIXED VEGETABLES, NO SALT ADDED, FROZEN	PAL	<input type="checkbox"/>	0	0	\$21.0000	\$0.0000	30LB CASE	Freezer	
	110920	MUSHROOM, DICED, NO SALT ADDED, FRZ	PAL	<input type="checkbox"/>	0	0	\$36.0000	\$0.0000	12/2.5 LB	Freezer	
	110721	SWT POTATO CRINKLE CUT OVEN FRY	PAL	<input type="checkbox"/>	0	0	\$39.6180	\$0.0000	6/5# Packages	Freezer	
	100317	SWT POTATOES, XLT SYRUP, CND, LOW SODIUM	PAL	<input type="checkbox"/>	0	0	\$23.0445	\$0.0000	6/#10 CANS	Dry	
	100329	TOMATOES, DICED, CND	PAL	<input type="checkbox"/>	0	0	\$13.1427	\$0.0000	6/#10 CANS	Dry	
	110187	TOMATO SAUCE POUCH, LOW SODIUM	PAL	<input type="checkbox"/>	0	0	\$15.7808	\$0.0000	6/106oz POUCHES	Dry	
	100351	BEANS, GREEN, FRZ, NO SALT	PAL	<input type="checkbox"/>	0	0	\$15.8460	\$0.0000	30# CASE	Freezer	
	100352	CARROTS,SLC, NO SALT ADDED, FRZ	PAL	<input checked="" type="checkbox"/>	15	15	\$19.9860	\$299.7900	30# CASE	Freezer	



- Newly Offered USDA Foods



- Inactive



- View USDA Foods Details

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Report

Exhibit E:

School Year 2016–2017 Sponsor Claims for Reimbursement

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: NSLP

## Saved Successfully.

### NSLP Sponsor Claim

#### Quick Links Version

[Site Claims](#)  
[Claim Rates](#)

Aug 2016 Claim - Approved - 09/09/2016

#### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
Illinois Free Breakfast & Lunch	58.02	58.02	0.00	58.02
National Breakfast 2016	1,560.04	37,023.82	35,463.78	1,560.04
National Lunch 2016	6,226.92	154,508.86	148,281.94	6,226.92

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: Aug 2016  
 Days of Operation: 08/23/2016 - 08/31/2016  
 Days Claimed: 7  
 Claim Source: Sponsor

Status: Approved  
 Type: Claim  
 Date Received: 09/09/2016  
 Date Approved: 09/09/2016

Last Updated: angiaabernathy

Submitted by: angiaabernathy

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

###### Illinois Free Breakfast

Free 680

##### School Breakfast - Breakfast

###### Severe Need

Free 680  
 Reduced 69  
 Paid 182

##### Illinois Free Lunch - Lunch

###### Illinois Free Lunch

Free 1641

##### National School Lunch - Lunch

###### Less than 60% Eligible

Free 1641  
 Reduced 173  
 Paid 1264

#### Statistics

##### School Breakfast

Days Claimed: 7  
 Enrollment: 1262  
 ADA: 1170

##### National School Lunch

Days Claimed: 7  
 Enrollment: 1262  
 ADA: 1170

#### Eligibles

##### School Breakfast

Free 398  
 Reduced 55  
 Paid 809

##### National School Lunch

Free 398  
 Reduced 55  
 Paid 809

Info(+)

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: NSLP

# Saved Successfully.

## NSLP Sponsor Claim

### Quick Links    Version

[Site Claims](#)  
[Claim Rates](#)

Sep 2016 Claim - Approved - 10/13/2016

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
Illinois Free Breakfast & Lunch	188.95	246.97	58.02	188.95
National Breakfast 2016	5,412.20	42,436.02	37,023.82	5,412.20
National Lunch 2016	20,270.90	174,779.76	154,508.86	20,270.90

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: Sep 2016  
 Days of Operation: 09/01/2016 - 09/30/2016  
 Days Claimed: 21  
 Claim Source: Sponsor

Status: Approved  
 Type: Claim  
 Date Received: 10/13/2016  
 Date Approved: 10/13/2016

Last Updated: angienabernathy

Submitted by: angienabernathy

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2342

##### School Breakfast - Breakfast

##### Severe Need

Free 2342  
 Reduced 228  
 Paid 820

##### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 5216

##### National School Lunch - Lunch

##### Less than 60% Eligible

Free 5216  
 Reduced 601  
 Paid 4946

#### Statistics

##### School Breakfast

Days Claimed: 21  
 Enrollment: 1250  
 ADA: 1153

##### National School Lunch

Days Claimed: 21  
 Enrollment: 1250  
 ADA: 1153

#### Eligibles

##### School Breakfast

Free 397  
 Reduced 55  
 Paid 798

##### National School Lunch

Free 397  
 Reduced 55  
 Paid 798

Info [+]

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: NSLP

# Saved Successfully.

## NSLP Sponsor Claim

### Quick Links Version

[Site Claims](#)  
[Claim Rates](#)

Oct 2016 Claim - Approved - 11/10/2016

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
Illinois Free Breakfast & Lunch	189.54	436.51	246.97	189.54
National Breakfast 2016	0.00	42,436.02	42,436.02	0.00
National Breakfast 2017	5,174.06	5,174.06	0.00	5,174.06
National Lunch 2016	0.00	174,779.76	174,779.76	0.00
National Lunch 2017	20,545.68	20,545.68	0.00	20,545.68

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: Oct 2016  
 Days of Operation: 10/03/2016 - 10/31/2016  
 Days Claimed: 19  
 Claim Source: Sponsor

Status: Approved  
 Type: Claim  
 Date Received: 11/10/2016  
 Date Approved: 11/10/2016

Last Updated: angieabernathy

Submitted by: angieabernathy

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2221

##### School Breakfast - Breakfast

##### Severe Need

Free 2221  
 Reduced 238  
 Paid 790

##### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 5361

##### National School Lunch - Lunch

##### Less than 60% Eligible

Free 5361  
 Reduced 611  
 Paid 4334

#### Statistics

##### School Breakfast

Days Claimed 19  
 Enrollment 1241  
 ADA 1149

##### National School Lunch

Days Claimed 19  
 Enrollment 1241  
 ADA 1149

#### Eligibles

##### School Breakfast

Free 366  
 Reduced 54  
 Paid 821

##### National School Lunch

Free 366  
 Reduced 54  
 Paid 821

Info[+]

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: NSLP

## Saved Successfully.

### NSLP Sponsor Claim

#### Quick Links Version

Site Claims  
 Claim Rates

Nov 2016 Claim - Approved - 12/09/2016

#### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
Illinois Free Breakfast & Lunch	182.62	619.13	436.51	182.62
National Breakfast 2016	0.00	42,436.02	42,436.02	0.00
National Breakfast 2017	4,819.88	9,993.94	5,174.06	4,819.88
National Lunch 2016	0.00	174,779.76	174,779.76	0.00
National Lunch 2017	19,718.38	40,264.06	20,545.68	19,718.38

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: Nov 2016  
 Days of Operation: 11/01/2016 - 11/30/2016  
 Days Claimed: 18  
 Claim Source: Sponsor

Status: Approved  
 Type: Claim  
 Date Received: 12/09/2016  
 Date Approved: 12/09/2016  
 Submitted by: angieabernathy

Last Updated: angieabernathy

#### Sponsor Notes

3 site(s) Included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2096

##### School Breakfast - Breakfast

##### Severe Need

Free 2096  
 Reduced 200  
 Paid 676

##### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 5209

##### National School Lunch - Lunch

##### Less than 60% Eligible

Free 5209  
 Reduced 500  
 Paid 4265

#### Statistics

##### School Breakfast

Days Claimed 18  
 Enrollment 1236  
 ADA 1135

##### National School Lunch

Days Claimed 18  
 Enrollment 1236  
 ADA 1135

#### Eligibles

##### School Breakfast

Free 391  
 Reduced 48  
 Paid 673

##### National School Lunch

Free 391  
 Reduced 48  
 Paid 673

Info[+]



Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: NSLP

# Saved Successfully.

## NSLP Sponsor Claim

Quick Links    Version

[Site Claims](#)  
[Claim Rates](#)

Dec 2016 Claim - Approved - 01/09/2017

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
Illinois Free Breakfast & Lunch	158.52	777.65	619.13	158.52
National Breakfast 2016	0.00	42,436.02	42,436.02	0.00
National Breakfast 2017	3,929.90	13,923.84	9,993.94	3,929.90
National Lunch 2016	0.00	174,779.76	174,779.76	0.00
National Lunch 2017	17,042.58	57,306.64	40,264.06	17,042.58

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: Dec 2016  
 Days of Operation: 12/01/2016 - 12/21/2016  
 Days Claimed: 15  
 Claim Source: Sponsor

Last Updated: angieabernathy

Status: Approved  
 Type: Claim  
 Date Received: 01/09/2017  
 Date Approved: 01/09/2017

Submitted by: angieabernathy

#### Sponsor Notes

3 site(s) Included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 1751

##### School Breakfast - Breakfast

##### Severe Need

Free 1751  
 Reduced 124  
 Paid 490

##### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 4590

##### National School Lunch - Lunch

##### Less than 60% Eligible

Free 4590  
 Reduced 375  
 Paid 3348

#### Statistics

##### School Breakfast

Days Claimed 15  
 Enrollment 1192  
 ADA 1104

##### National School Lunch

Days Claimed 15  
 Enrollment 1192  
 ADA 1104

#### Eligibles

##### School Breakfast

Free 428  
 Reduced 42  
 Paid 722

##### National School Lunch

Free 428  
 Reduced 42  
 Paid 722

Info [+]

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: NSLP

# Saved Successfully.

## NSLP Sponsor Claim

### Quick Links Version

[Site Claims](#)  
[Claim Rates](#)

Jan 2017 Claim - Approved - 02/10/2017

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2016	0.00	42,436.02	42,436.02	0.00
National Lunch 2016	0.00	174,779.76	174,779.76	0.00
Illinois Free Breakfast & Lunch	193.09	970.74	777.65	193.09
National Breakfast 2017	4,904.53	18,828.37	13,923.84	4,904.53
National Lunch 2017	20,362.42	77,669.06	57,306.64	20,362.42

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: Jan 2017  
 Days of Operation: 01/04/2017 - 01/31/2017  
 Days Claimed: 19  
 Claim Source: Sponsor

Status: Approved  
 Type: Claim  
 Date Received: 02/10/2017  
 Date Approved: 02/10/2017  
 Submitted by: angleabernathy

Last Updated: angleabernathy

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2209

##### School Breakfast - Breakfast

##### Severe Need

Free 2209  
 Reduced 133  
 Paid 575

##### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 5515

##### National School Lunch - Lunch

##### Less than 60% Eligible

Free 5515  
 Reduced 410  
 Paid 4022

#### Statistics

##### School Breakfast

Days Claimed 19  
 Enrollment 1225  
 ADA 1041

##### National School Lunch

Days Claimed 19  
 Enrollment 1225  
 ADA 1041

#### Eligibles

##### School Breakfast

Free 479  
 Reduced 45  
 Paid 678

##### National School Lunch

Free 479  
 Reduced 45  
 Paid 678

Info [+]

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: NSLP

# Saved Successfully.

## NSLP Sponsor Claim

Quick Links    Version

Site Claims  
 Claim Rates

Feb 2017 Claim - Approved - 03/08/2017

## Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2016	0.00	42,436.02	42,436.02	0.00
National Lunch 2016	0.00	174,779.76	174,779.76	0.00
Illinois Free Breakfast & Lunch	211.79	1,182.53	970.74	211.79
National Breakfast 2017	5,499.00	24,327.37	18,828.37	5,499.00
National Lunch 2017	22,256.96	99,926.02	77,669.06	22,256.96

## Staunton CUSD 6 (40-056-0060-26)

### Claim Data

Claim Month: Feb 2017  
 Days of Operation: 02/01/2017 - 02/28/2017  
 Days Claimed: 19  
 Claim Source: Sponsor  
 Last Updated: angieabernathy

Status: Approved  
 Type: Claim  
 Date Received: 03/08/2017  
 Date Approved: 03/08/2017  
 Submitted by: angieabernathy

### Sponsor Notes

3 site(s) Included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2467

#### School Breakfast - Breakfast

##### Severe Need

Free 2467  
 Reduced 160  
 Paid 648

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 6005

#### National School Lunch - Lunch

##### Less than 60% Eligible

Free 6005  
 Reduced 483  
 Paid 4330

### Statistics

#### School Breakfast

Days Claimed 19  
 Enrollment 1228  
 ADA 1097

#### National School Lunch

Days Claimed 19  
 Enrollment 1228  
 ADA 1097

### Eligibles

#### School Breakfast

Free 479  
 Reduced 45  
 Paid 704

#### National School Lunch

Free 479  
 Reduced 45  
 Paid 704

Info[+]

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: SNP

## NSLP Sponsor Claim

### Quick Links    Version

[Site Claims](#)  
[Claim Rates](#)

Mar 2017 Claim - Approved - 04/06/2017

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2016	0.00	42,436.02	42,436.02	0.00
National Lunch 2016	0.00	174,779.76	174,779.76	0.00
Illinois Free Breakfast & Lunch	248.02	1,430.55	1,182.53	248.02
National Breakfast 2017	6,740.63	31,068.00	24,327.37	6,740.63
National Lunch 2017	25,486.84	125,412.86	99,926.02	25,486.84

## Staunton CUSD 6 (40-056-0060-26)

### Claim Data

Claim Month: Mar 2017  
 Days of Operation: 03/01/2017 - 03/31/2017  
 Days Claimed: 22  
 Claim Source: Sponsor  
 Last Updated: angleabernathy

Status: Approved  
 Type: Claim  
 Date Received: 04/06/2017  
 Date Approved: 04/06/2017  
 Submitted by: angleabernathy

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 3032

#### School Breakfast - Breakfast

##### Severe Need

Free 3032  
 Reduced 195  
 Paid 745

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 6889

#### National School Lunch - Lunch

##### Less than 60% Eligible

Free 6889  
 Reduced 561  
 Paid 4784

### Statistics

#### School Breakfast

Days Claimed 22  
 Enrollment 1227  
 ADA 1102

#### National School Lunch

Days Claimed 22  
 Enrollment 1227  
 ADA 1102

### Eligibles

#### School Breakfast

Free 479  
 Reduced 46  
 Paid 702

#### National School Lunch

Free 479  
 Reduced 46  
 Paid 702

Info [+]

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: SNP

# Saved Successfully.

## NSLP Sponsor Claim

Quick Links    Version

[Site Claims](#)  
[Claim Rates](#)

Apr 2017 Claim - Approved - 05/03/2017

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2016	0.00	42,436.02	42,436.02	0.00
National Lunch 2016	0.00	174,779.76	174,779.76	0.00
Illinois Free Breakfast & Lunch	195.37	1,625.92	1,430.55	195.37
National Breakfast 2017	5,362.83	36,430.83	31,068.00	5,362.83
National Lunch 2017	19,633.98	145,046.84	125,412.86	19,633.98

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: Apr 2017  
 Days of Operation: 04/03/2017 - 04/28/2017  
 Days Claimed: 17  
 Claim Source: Sponsor  
 Last Updated: angleabernathy

Status: Approved  
 Type: Claim  
 Date Received: 05/03/2017  
 Date Approved: 05/03/2017  
 Submitted by: angleabernathy

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

###### Illinois Free Breakfast

Free 2451

##### School Breakfast - Breakfast

###### Severe Need

Free 2451  
 Reduced 111  
 Paid 585

##### Illinois Free Lunch - Lunch

###### Illinois Free Lunch

Free 5364

##### National School Lunch - Lunch

###### Less than 60% Eligible

Free 5364  
 Reduced 373  
 Paid 3639

#### Statistics

##### School Breakfast

Days Claimed 17  
 Enrollment 1226  
 ADA 1089

##### National School Lunch

Days Claimed 17  
 Enrollment 1226  
 ADA 1089

#### Eligibles

##### School Breakfast

Free 486  
 Reduced 41  
 Paid 699

##### National School Lunch

Free 486  
 Reduced 41  
 Paid 699

Info[+]

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2017

Type: Claim  
 Status: Approved  
 Program: SNP

# Saved Successfully.

## NSLP Sponsor Claim

Quick Links    Version

[Site Claims](#)  
[Claim Rates](#)

May 2017 Claim - Approved - 05/31/2017

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2016	0.00	42,436.02	42,436.02	0.00
National Lunch 2016	0.00	174,779.76	174,779.76	0.00
Illinois Free Breakfast & Lunch	191.14	1,817.06	1,825.92	191.14
National Breakfast 2017	5,637.64	42,068.47	36,430.83	5,637.64
National Lunch 2017	18,677.04	163,723.88	145,046.84	18,677.04

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: May 2017  
 Days of Operation: 05/01/2017 - 05/24/2017  
 Days Claimed: 18  
 Claim Source: Sponsor  
 Last Updated: angleabernathy

Status: Approved  
 Type: Claim  
 Date Received: 05/31/2017  
 Date Approved: 05/31/2017  
 Submitted by: angleabernathy

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2585

##### School Breakfast - Breakfast

##### Severe Need

Free 2585  
 Reduced 119  
 Paid 542

##### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 5061

##### National School Lunch - Lunch

##### Less than 60% Eligible

Free 5061  
 Reduced 385  
 Paid 3597

#### Statistics

##### School Breakfast

Days Claimed 18  
 Enrollment 1201  
 ADA 1078

##### National School Lunch

Days Claimed 18  
 Enrollment 1201  
 ADA 1078

#### Eligibles

##### School Breakfast

Free 486  
 Reduced 41  
 Paid 674

##### National School Lunch

Free 486  
 Reduced 41  
 Paid 674

Info [+]

**Exhibit F:**

**School Year 2017–2018 Sponsor/Site Claims for Reimbursement**

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2018

Type: Claim  
 Status: Approved  
 Program: SNP

# Saved Successfully.

## NSLP Sponsor Claim

Quick Links    Version

[Site Claims](#)  
[Claim Rates](#)

Aug 2017 Claim - Approved - 09/11/2017

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2017	3,423.58	45,492.05	42,068.47	3,423.58
National Lunch 2017	12,003.17	175,727.05	163,723.88	12,003.17
Illinois Free Breakfast & Lunch	132.60	132.60	0.00	132.60

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month	Aug 2017	Status	Approved
Days of Operation	08/16/2017 - 08/31/2017	Type	Claim
Days Claimed	12	Date Received	09/11/2017
Claim Source	Sponsor	Date Approved	09/11/2017
Last Updated: angleabernathy		Submitted by: angleabernathy	

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

###### Illinois Free Breakfast

Free	1538
------	------

##### School Breakfast - Breakfast

###### Severe Need

Free	1538
Reduced	54
Paid	375

##### Illinois Free Lunch - Lunch

###### Illinois Free Lunch

Free	3284
------	------

##### National School Lunch - Lunch

###### Less than 60% Eligible

Free	3284
Reduced	169
Paid	1920

#### Statistics

##### School Breakfast

Days Claimed	12
Enrollment	1239
ADA	1000

##### National School Lunch

Days Claimed	12
Enrollment	1239
ADA	1000

#### Eligibles

##### School Breakfast

Free	473
Reduced	46
Paid	720

##### National School Lunch

Free	473
Reduced	46
Paid	720

Info[+]



Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2018

Type: Claim  
 Status: Approved  
 Program: SNP

# Saved Successfully.

## NSLP Sponsor Claim

Quick Links    Version

[Site Claims](#)  
[Claim Rates](#)

Sep 2017 Claim - Approved - 10/05/2017

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2017	6,743.47	52,235.52	45,492.05	6,743.47
National Lunch 2017	21,610.73	197,337.78	175,727.05	21,610.73
Illinois Free Breakfast & Lunch	237.51	370.11	132.60	237.51

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: Sep 2017  
 Days of Operation: 09/01/2017 - 09/29/2017  
 Days Claimed: 20  
 Claim Source: Sponsor  
 Last Updated: angleabernathy

Status: Approved  
 Type: Claim  
 Date Received: 10/05/2017  
 Date Approved: 10/05/2017  
 Submitted by: angleabernathy

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

###### Illinois Free Breakfast

Free 2910

##### School Breakfast - Breakfast

###### Severe Need

Free 2910  
 Reduced 233  
 Paid 815

##### Illinois Free Lunch - Lunch

###### Illinois Free Lunch

Free 5727

##### National School Lunch - Lunch

###### Less than 60% Eligible

Free 5727  
 Reduced 473  
 Paid 3789

#### Statistics

##### School Breakfast

Days Claimed: 20  
 Enrollment: 1213  
 ADA: 1145

##### National School Lunch

Days Claimed: 20  
 Enrollment: 1213  
 ADA: 1145

#### Eligibles

##### School Breakfast

Free 463  
 Reduced 55  
 Paid 695

##### National School Lunch

Free 463  
 Reduced 55  
 Paid 695

Info[+]:

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2018

Type: Claim  
 Status: Approved  
 Program: SNP

# Saved Successfully.

## SNP Sponsor Claim

Quick Links    Version

[Site Claims](#)  
[Claim Rates](#)

Oct 2017 Claim - Approved - 11/09/2017

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2017	0.00	52,235.52	52,235.52	0.00
National Lunch 2017	0.00	197,337.78	197,337.78	0.00
Illinois Free Breakfast & Lunch	236.72	606.83	370.11	236.72
National Breakfast 2018	6,731.25	6,731.25	0.00	6,731.25
National Lunch 2018	21,459.61	21,459.61	0.00	21,459.61

### Staunton CUSD 6 (40-056-0060-26)

#### Claim Data

Claim Month: Oct 2017  
 Days of Operation: 10/02/2017 - 10/31/2017  
 Days Claimed: 20  
 Claim Source: Sponsor

Last Updated: angleabernathy

Status: Approved  
 Type: Claim  
 Date Received: 11/09/2017  
 Date Approved: 11/09/2017  
 Submitted by: angleabernathy

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2936

##### School Breakfast - Breakfast

##### Severe Need

Free 2936  
 Reduced 199  
 Paid 796

##### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 5672

##### National School Lunch - Lunch

##### Less than 60% Eligible

Free 5672  
 Reduced 401  
 Paid 4432

#### Statistics

##### School Breakfast

Days Claimed 20  
 Enrollment 1209  
 ADA 1133

##### National School Lunch

Days Claimed 20  
 Enrollment 1209  
 ADA 1133

#### Eligibles

##### School Breakfast

Free 486  
 Reduced 51  
 Paid 672

##### National School Lunch

Free 486  
 Reduced 51  
 Paid 672

Info[+]:

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2018

Type: Claim  
 Status: Approved  
 Program: SNP

# Saved Successfully.

## SNP Sponsor Claim

Quick Links Version

[Site Claims](#)  
[Claim Rates](#)

Nov 2017 Claim - Approved - 12/11/2017 ▼

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2017	0.00	52,235.52	52,235.52	0.00
National Lunch 2017	0.00	197,337.78	197,337.78	0.00
Illinois Free Breakfast & Lunch	221.78	828.61	606.83	221.78
National Breakfast 2018	6,159.21	12,890.46	6,731.25	6,159.21
National Lunch 2018	20,200.38	41,659.99	21,459.61	20,200.38

## Staunton CUSD 6 (40-056-0060-26)

### Claim Data

Claim Month: Nov 2017  
 Days of Operation: 11/01/2017 - 11/30/2017  
 Days Claimed: 19  
 Claim Source: Sponsor  
 Last Updated: angleabernathy

Status: Approved  
 Type: Claim  
 Date Received: 12/11/2017  
 Date Approved: 12/11/2017  
 Submitted by: angleabernathy

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2690

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 5375

#### School Breakfast - Breakfast

##### Severe Need

Free 2690  
 Reduced 169  
 Paid 782

#### National School Lunch - Lunch

##### Less than 60% Eligible

Free 5375  
 Reduced 324  
 Paid 4271

### Statistics

#### School Breakfast

Days Claimed 19  
 Enrollment 1196  
 ADA 1115

#### National School Lunch

Days Claimed 19  
 Enrollment 1196  
 ADA 1115

### Eligibles

#### School Breakfast

Free 446  
 Reduced 24  
 Paid 726

#### National School Lunch

Free 446  
 Reduced 24  
 Paid 726

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2018

Type: Claim  
 Status: Approved  
 Program: SNP

# Saved Successfully.

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

Dec 2017 Claim - Approved - 01/04/2018 ▼

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2017	0.00	52,235.52	52,235.52	0.00
National Lunch 2017	0.00	197,337.78	197,337.78	0.00
Illinois Free Breakfast & Lunch	182.56	1,011.17	828.61	182.56
National Breakfast 2018	4,831.53	17,721.99	12,890.46	4,831.53
National Lunch 2018	16,951.22	58,611.21	41,659.99	16,951.22

## Staunton CUSD 6 (40-056-0060-26)

### Claim Data

Claim Month: Dec 2017  
 Days of Operation: 12/01/2017 - 12/22/2017  
 Days Claimed: 16  
 Claim Source: Sponsor  
 Last Updated: angleabernathy

Status: Approved  
 Type: Claim  
 Date Received: 01/04/2018  
 Date Approved: 01/04/2018  
 Submitted by: angleabernathy

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2110

#### School Breakfast - Breakfast

##### Severe Need

Free 2110  
 Reduced 137  
 Paid 588

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 4529

#### National School Lunch - Lunch

##### Less than 60% Eligible

Free 4529  
 Reduced 271  
 Paid 3426

### Statistics

#### School Breakfast

Days Claimed 16  
 Enrollment 1189  
 ADA 1102

#### National School Lunch

Days Claimed 16  
 Enrollment 1189  
 ADA 1102

### Eligibles

#### School Breakfast

Free 468  
 Reduced 25  
 Paid 696

#### National School Lunch

Free 468  
 Reduced 25  
 Paid 696

Organization: Staunton CUSD 6  
 RCDT: 40-056-0060-26  
 Program Year: 2018

Type: Claim  
 Status: Approved  
 Program: SNP

# Saved Successfully.

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

Jan 2018 Claim - Approved - 02/09/2018

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2017	0.00	52,235.52	52,235.52	0.00
National Lunch 2017	0.00	197,337.78	197,337.78	0.00
Illinois Free Breakfast & Lunch	198.71	1,209.88	1,011.17	198.71
National Breakfast 2018	4,958.31	22,680.30	17,721.99	4,958.31
National Lunch 2018	18,703.54	77,314.75	58,611.21	18,703.54

## Staunton CUSD 6 (40-056-0060-26)

### Claim Data

Claim Month: Jan 2018  
 Days of Operation: 01/05/2018 - 01/31/2018  
 Days Claimed: 17  
 Claim Source: Sponsor  
 Last Updated: angleabernathy

Status: Approved  
 Type: Claim  
 Date Received: 02/09/2018  
 Date Approved: 02/09/2018  
 Submitted by: angleabernathy

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 2186

#### School Breakfast - Breakfast

##### Severe Need

Free 2186  
 Reduced 133  
 Paid 505

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 5040

#### National School Lunch - Lunch

##### Less than 60% Eligible

Free 5040  
 Reduced 275  
 Paid 3587

### Statistics

#### School Breakfast

Days Claimed 17  
 Enrollment 1196  
 ADA 1073

#### National School Lunch

Days Claimed 17  
 Enrollment 1196  
 ADA 1073

### Eligibles

#### School Breakfast

Free 469  
 Reduced 26  
 Paid 701

#### National School Lunch

Free 469  
 Reduced 26  
 Paid 701

**STAUNTON COMMUNITY UNIT SCHOOL DISTRICT NO. 6**  
**SCHOOL CALENDAR 2017-2018**

August 10	District Open House/Freshman Orientation - 5:30 PM – 7:00 PM
August 14 & 15	Teachers' Institute
August 16	First Day of School (Regular and Special Education)
September 4	No School – Labor Day
September 22	School Improvement Day – 12:30 PM Dismissal
October 9	No School – Columbus Day
October 13	End of First Quarter – 2:00 PM Dismissal
October 18 & 19	2:00 PM Dismissal (Parent/Teacher Conferences 3:30 PM -- 7:30 PM)
October 20	No School
November 9	School Improvement Day - 12:30 PM Dismissal
November 10	No School – Veteran's Day
Nov. 23-Nov. 26	Thanksgiving Holiday (2:00 PM Dismissal on November 22)
December 22	End of First Semester – 2:00 PM Dismissal
Dec. 25-Jan. 2	Winter Holiday
January 3	Teachers' Institute (Classes Resume January 4)
January 15	No School – Martin Luther King Day
February 16	School Improvement Day – 12:30 PM Dismissal
February 19	No School – Presidents' Day
March 2	School Improvement Day – 12:30 PM Dismissal
March 5	No School – Casimir Pulaski Day
March 9	End of Third Quarter – 2:00 PM Dismissal
March 29 – April 2	Spring Break (2:00 PM Dismissal on March 28 - Classes resume April 3)
May 18	High School Commencement
May 24	Last Day of School – 2:00 PM Dismissal
May 25	Teachers' Institute

*\*School shall be closed earlier if emergency days are not used.*

*\*Commencement is a fixed date.*

**NUMBER OF SCHOOL DAYS**

	<b>SCHOOL DAYS</b>	<b>INSTITUTE DAYS</b>
August	12	2
September	20	
October	9	
<b>First Grading Period</b>	41	2
October	11	1
November	19	
December	16	
<b>Second Grading Period</b>	46	1
<b>FIRST</b>	87	3
January	19	1
February	19	
March	6	
<b>Third Grading Period</b>	44	1
March	13	
April	20	
May	16	1
<b>Fourth Grading Period</b>	49	1
<b>SECOND</b>	93	2
<b>TOTAL DAYS FOR YEAR</b>	180	5
		= 185 days

## Exhibit G

Date: 3/1/18

Benefits offered to Part-Time Employees less than 35 hours: 50% or more: None

**\*\*Type of Health Insurance:** E=Employee; E+1, E+2; etc.; F=Family; D=Dental; V=Vision; N=None

[illegible]

(insert total anticipated employer-paid

**STAFFING PATTERN**

Create additional pages as necessary. Ensure all data and formulas are duplicated as necessary.

**Exhibit G**

benefit costs in the cell above)



Exhibit H:

## Local Wellness Policy

## Instruction

### School Wellness

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA). The Superintendent or designee will ensure each school building complies with this policy, the policy is available to the community on an annual basis, and that the community is informed about the progress of this policy's implementation.

#### District Wellness Committee

Pursuant to federal law, this school wellness policy has been developed by a committee consisting of the following individuals:

A Chairman; the Superintendent; the Elementary/Junior High Principal; the High School Principal; the Food Service Director; the School Nurse; a Physical Education Teacher; an Elementary Teacher, a High School Teacher; a Board of Education member; Parent(s)/Guardian(s); and High School Student(s).

#### Belief Statement

The Board of Education of Staunton School District is committed to providing a learning environment that supports and promotes wellness, good nutrition, and an active lifestyle and recognizes the positive relationship between good nutrition, physical activity and the capacity for students to develop and learn. The school environment shall be aligned with healthy school goals to positively influence students' beliefs and habits and promote health and wellness, good nutrition and regular physical activity. In addition, school staff shall be encouraged to model healthy eating and physical activity as a valuable part of a daily life.

#### Goals for Nutrition Education and Nutrition Promotion

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote sound nutrition for students: Students in preschool through grade 12 will be provided the knowledge and skills necessary to adopt healthy eating behaviors and aimed at influencing students' knowledge, attitudes, and eating habits. Special emphasis should be placed on nutrition education in preschool through primary grades as eating habits are established at a young age. A nutritional newsletter shall be posted on the school web-site pertaining to nutritional educational opportunities.
- Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn: Nutrition education opportunities will be provided to students each year to achieve positive changes in students' eating behaviors.
- Nutrition education will be part of the District's comprehensive health education curriculum. See School Board policy 6:60, Curriculum Content. Nutrition education shall be integrated into the lesson plans of school subjects as feasible (i.e., math, science, language arts, P.E., and agriculture).

#### Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students: The District will require all students have access to age appropriate daily physical activity.

- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See Board policy 6:60, Curriculum Content and Board policy 7:260, *Exemption from Physical Education*. The District will consider employment of additional physical education staff and will integrate more physical education in the elementary school, focusing on grades Kindergarten through 5<sup>th</sup>.
- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See Board policy 6:60, Curriculum Content and Board policy 7:260, *Exemption from Physical Education*. The District shall provide a daily-supervised recess period to elementary students.
- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Illinois State Board of Education.

#### Goals for Other School-Based Activities

- Parents shall be provided information to help them incorporate healthy eating and physical activity into their student's lives. This information may be provided in school/district newsletters, presentations that focus on nutrition and healthy lifestyles and any other appropriate means available for reaching parents.
- Food service personnel shall have adequate pre-service training and regularly participate in professional development activities that provide strategies for providing tasty, appealing, and healthy school meals, and effective promotional techniques to encourage healthy eating habits.
- Food providers shall ensure the cafeteria will have enough of the main course prepared on days when items are in high demand.
- Students will be surveyed to find out what foods they prefer in the cafeteria.
- Food providers shall work with suppliers to obtain foods and beverages that meet nutrition requirements of school meals and nutrition standards for those sold individually.
- Food providers shall work closely with school instructional staff to reinforce nutrition instruction and foster an environment where students can learn about and practice healthy eating.
- Food providers shall take measures to ensure that student access to foods and beverages on school campuses meet federal, state, and local laws and guidelines.
- Students, parents, school staff, and community members bringing foods and beverages to school for parties/celebrations/meetings are required to provide commercially pre-packaged foods and beverages. No "home-prepared" goods or anything containing peanuts. Students, parents, guardians, school staff, and community members are encouraged to provide healthy foods, beverages, and/or treats from the Healthy Food and Beverage Options List (*see 6:50-E*).
- For the safety and security of food, access to any area involved in storage, preparation or service of food on the school campus shall be limited to authorized personnel only.
- School personnel shall be encouraged to use nonfood incentives or rewards with students and shall not withhold food from students as punishment.

#### Nutrition Guidelines for Foods Available During the School Day

Students will be offered and schools will promote nutritious food and beverage choices consistent with the current *Dietary Guidelines for Americans* published jointly by the U.S. Departments of Health and Human Services and Agriculture (USDA). In addition, in order to promote student health

and reduce childhood obesity, the Superintendent or designee shall restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods and comply with all ISBE rules.

#### Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law, unless the Superintendent or designee in a participating school has granted an exempted fundraising day (EFD). To request an EFD and learn more about the District's related procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFDs is set by ISBE rule.

- Food providers shall offer a variety of age-appropriate, appealing foods and beverage choices and employ food preparation, purchasing and meal planning practices consistent with the current Dietary Guidelines for Americans (i.e. provide a variety of fruits and vegetable choices; serve low-fat and fat-free dairy products; encourage that whole-grain products are served.)
- All foods and beverages sold individually (apart from reimbursable school meal) on school campuses during the school day shall meet nutrition standards. This includes: a la carte offerings in the food service program; food and beverages choices in vending machines, snack bars, school stores, etc.
- The availability of nutritious and appealing foods and beverages such as fruits, vegetables, low-fat dairy foods, and whole grain products shall be encourage wherever and whenever food is sold or otherwise offered during school hours.

#### Guidelines for Reimbursable School Meals

School meals served shall be consistent with the recommendations of the Dietary Guidelines for Americans and/or Reimbursable school meals shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program and all applicable State and local laws and regulations.

#### Monitoring

The Superintendent or designee shall annually provide implementation data and/or reports to the Board of Education concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy. This report must include without limitation each of the following:

- An assessment of the District's implementation of the policy
- The extent to which schools in the District are in compliance with the policy
- The extent to which the policy compares to model local school wellness policies
- A description of the progress made in attaining the goals of the policy

#### Community Input

The Superintendent or designee will actively invite suggestions and comments concerning the development, implementation, and improvement of the school wellness policy from parents, students, representative of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and community.

#### Recordkeeping

The Superintendent or designee shall retain records to document compliance with this policy.

LEGAL REF.: Child Nutrition and WIC Reauthorization Act of 2004, PL 108-265, Sec. 204.  
Child Nutrition Act of 1966, 42 U.S.C. §1771 et seq.  
National School Lunch Act, 42 U.S.C. §1751 et seq.  
Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b, PL 111-296.  
42 U.S.C. §1779, as implemented by 7 C.F.R. §§210.11 and 210.30.  
105 ILCS 5/2-3.139.  
23 Ill.Admin.Code Part 305, Food Program.  
ISBE's "School Wellness Policy" Goal, adopted Oct. 2007.

CROSS REF.: 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education)

ADOPTED: July 24, 2006

AMENDED: August 15, 2011; June 18, 2012; December 17, 2015; December 19, 2016