


## Bullitt County Public Schools

1040 Highway 44 East  
Shepherdsville, Kentucky 40165

502-869-8000  
Fax 502-543-3608  
[www.bullittschools.org](http://www.bullittschools.org)

DATE: June 5, 2018

TO: Mr. Keith Davis, Superintendent

FROM: Angela Voyles, Director of School Food Service 

RE: Request for Signature of Letter of Agreement with The Dairy Alliance

Requested is the approval and signature of the attached Letter of Agreement between Bullitt County Public School, School Food Service (SFS) and The Dairy Alliance to allow SFS to obtain ten (10) free cooler bags for the use of transporting meals in the Summer Food Service Program (SFSP). There will be no exchange of funds between the agencies as The Dairy Alliance makes a direct purchase from their vendor and has the items sent to SFS.

Justification for Work Session Agenda: SFS received official notification of the award and LOA on June 5, 2018. Our SFSP program begins on Monday, June 11, 2018. It was requested that this item be included on the work session agenda so that the cooler bags may be received as soon as possible for use in the SFSP.

Please let me know if you need additional information regarding this request.

*OK for home*  
*10*  
*BSypton*

# LETTER OF AGREEMENT

BETWEEN

**The Dairy Alliance**

5340 West Fayetteville Road

Atlanta, GA 30349

Phone: (800) 343-4693

AND

**Bullitt County School Food Services**

**June 4, 2018**



School District Contact: Angela Voyles

Address: 1040 Highway 44 East

City/State/Zip code: Shepherdsville, KY 40165

Telephone: 502.869.8050

Fax: 502.869.6023

Email: angela.voyles@bullitt.kyschools.us

**This Letter of Agreement (LOA) contains basic provisions which will guide the working relationship between both parties and the use of the funds provided.**

## **BASIC PROVISIONS OF LETTER OF AGREEMENT**

**The Dairy Alliance agrees to assume the following responsibilities:**

1. Provide funds and/or equipment to help Bullitt County implement The Dairy Alliance School Health and Wellness Program Summer Feeding that improves access to and consumption of low-fat and fat-free dairy products.
2. Work with the school or district as needed to maximize the success of Summer Feeding.
3. Assist in identifying local resources that may support Summer Feeding.

**Bullitt County agree(s) to assume the following responsibilities:**

1. School(s) in the district should be involved in the *Fuel Up to Play 60* program, and school(s) is/are aware that they are a *Fuel Up to Play 60* school.
2. Implement Summer Feeding, maximizing access to and consumption of low-fat and fat-free dairy products.
3. Work with key adult stakeholders and students (principals/administrators, teachers, custodians, parents and/or student groups) to support the school(s) involved in Summer Feeding.
4. Complete all required qualitative and quantitative reporting and evaluation components on the use and impact of the funding or equipment using the forms provided by the local dairy council.
5. Provide at least five photos taken of your program implementation and/or events that were part of the program (within school regulations) for use in promotional and informational materials and web sites and indicate if a photo release form is needed.

**Funds Awarded: \$N/A Equipment Awarded: (10) Kool Krate Bags**

**Description of Funds Usage: N/A**

***I understand this Letter of Agreement must be signed and returned to The Dairy Alliance before funds and/or equipment will be awarded.*** I also understand that the failure to implement the agreed upon strategy(s) will result in loss of funding. The receiving representative needs to check the shipment for external damage and note any damage on the documentation provided by the carrier at the time of delivery. **Refuse delivery of equipment with external damage.**

6/5/18 Angela Voyles  
Date District School Nutrition Director

6.4.18  
Date Ala Canty  
The Dairy Alliance Representative

\_\_\_\_\_  
Date School Representative and Title