



ERLANGER/ELSMERE SCHOOLS

500 Graves Avenue  
Erlanger, Kentucky 41018-1699  
Phone (859) 727-2009 Fax (859) 727-5653

[www.erlanger.kyschools.us](http://www.erlanger.kyschools.us)

BOARD MEMBERS:

John Christiansen  
Robin Cooper  
Tom Luken  
Jeffrey Miller  
Sarah Shackelford

Dr. Kathlyn Burkhardt  
Superintendent

Chad D. Molley  
Assistant Superintendent

Laura Hellmann  
Director of Special Education  
(859) 342-2427

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Finance Director

Laura Deters  
Chief Information Officer

Shawn Neace  
Director of Pupil Personnel

Matthew D. Engel  
Supervisor of Instruction

Melanie Dowdy  
Health Services Coordinator  
(859) 342-2427

Monica Dias  
Attorney

July 13, 2018

Mr. Jay Brewer, Superintendent  
Dayton Board of Education  
200 Clay Street  
Dayton, KY 41074

Dear Mr. Brewer,

At the regularly scheduled Board of Education meeting on July 12, 2018, the Board approved the Agreement with Dayton Board of Education to provide meals for the Northern Kentucky Cooperative Program for the 2018-19 school year.

Please sign and return a copy.

Sincerely,

Kathlyn Burkhardt, Ed.D.  
Superintendent

**AGREEMENT TO FURNISH FOOD SERVICE  
BETWEEN  
ERLANGER-ELSMERE BOARD OF EDUCATION  
AND DAYTON INDEPENDENT BOARD OF EDUCATION**

This Agreement is entered into by and between the Erlanger – Elsmere Board of Education and Dayton Independent Board of Education. The Erlanger – Elsmere Board of Education agrees to furnish meals to the Northern Kentucky Coop for Educational Services School located at 5516 East Alexandria Pike, Cold Spring, Kentucky and Dayton Independent Board of Education agrees to pay for the meals at the following per meal rates:

Breakfast Student	\$2.09	Adult Breakfast	\$2.50
Lunch Student	\$3.50	Adult Lunch	\$3.60

The Erlanger – Elsmere Board of Education agrees to:

- Ensure meals will meet or exceed the National School Lunch Program Meal Pattern Requirements for all meals. (meal pattern requirements attached)
- Provide Choices for Breakfast and Lunch and require students to take at least 3 components (Offer VS Serve)
- Submit a billing invoice for payment no later than the fifth (5<sup>th</sup>) of the month for the preceding month's food service. The invoice will be sent to the Director of Dayton Independent School Food Service, 200 Clay Street, Dayton, KY 41074.
- Maintain cost determination records and Menu and Production Records for a period of three (3) years after the end of the agreement period to which they pertain. These records shall be made available to the sponsoring organization, state agency, USDA and the Comptroller General for audit purposes.
- Menus must be provided prior to the month served.
- Revenue from this agreement **SHALL** be considered income to the National School Lunch Program and School Breakfast Program.
- Proceeds from the sale of meals pursuant to this agreement shall be deposited into the School Food Service Account of Dayton Independent Food Service, and all expenditures related to the production of such meals shall be paid from the School Food Service Account. **All meals shall be reported by Dayton Independent on the National School Lunch Program Claim (D-2).**
- All Deposits will be deposited in Dayton Independent's School Food Service Account at the United Bank of Northern Kentucky by an Erlanger-Elsmere Employee.
- Dayton Independent Board of Education agrees to pay for the meals based on the above meal prices within 30 days of receipt of invoice.

This agreement shall be effective **August 8, 2018** to **June 30, 2019**. If for any reason this agreement is no longer desired, either party may terminate these services by giving a thirty (30) day written notice.

**ERLANGER-ELSMERE  
BOARD OF EDUCATION**

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

Print Name: Jeff Miller

Title: Board Chairman

Date: 07/12/2018

**DAYTON INDEPENDENT BOARD OF  
EDUCATION**

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

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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**ERLANGER-ELSMERE  
BOARD OF EDUCATION**

By: 

Print Name: Jeff Miller

Title: Board Chairman

Date: 07/12/2018

**DAYTON INDEPENDENT BOARD OF  
EDUCATION**

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

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_