Ignite Food Service Process Agreement 2019-20
Between Boone County Schools, Kenton County Schools and Walton-Verona Independent Schools

1) All students will fill out Free and Reduced Forms from their home district.
   a. Boone will be complete on-line applications through daily processing.
   b. All counties involved will accept applications through their process and will provide the information to Boone County Food Services within 3 business days of approval following the USDA guidelines.
   c. Boone County Food Service will conduct a confirmation review of all applications from other districts involved.
   d. Benefit approved will be effective on date of receipt of application by home district.
   e. Applications will be processed within 3 business days upon receipt in the Boone County Food Service office.

2) Boone County is responsible for all program operations
   a. Boone County will claim all meals served to students at Ignite.
   b. No meals will be claimed by other districts for students enrolled in Ignite.
   c. Boone County Food Service policies and procedures will be followed by Ignite.

3) Ignite Food Service will communicate with students from all Counties and Director of Food Service on collection of student charges.
   a. Any charges remaining at the end of the year will be collected or reimbursed by the respective "home" District Office of the student.
   b. All reasonable attempts will be made by Boone County Food Services throughout the school year to collect charges.

4) Special Dietary Needs forms will be available at Ignite and also in each county and can be shared with Boone County Food Service for providing appropriate services for students.
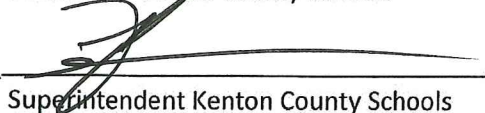
Signed:

Randy Poe (signature)

Superintendent Boone County Schools

Date 9/3/18

Barbara Kincaid (signature)

FS Director Boone County Schools

Date 9/3/19

(signature)

Superintendent Kenton County Schools

Date 9-10-19

Elizabeth Hord (signature)

FS Director Kenton County Schools

Date 9/10/19

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Superintendent Walton-Verona Ind. Schools

Date

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FS Director Walton-Verona Ind. Schools

Date