

ILead – Carroll County Schools-Food Service Memorandum of Understanding SY22-23

Purpose: The purpose of this document is to outline the roles and responsibilities of each school district participating in ILead with regards to providing access for students to the School Breakfast Program and the National School Lunch Program.

Participating Sponsors: Carroll County, Henry County, Gallatin County, Owen County and Trimble County

- If a non-cep participates, agreements will need to be in place to determine the sharing of eligibility status and appropriate claiming of meals.

Breakfast meal service-

- **Child Nutrition Reporting:** Since students will have access to breakfast meals, in their home district, those students should be included in SCN reporting (April/October) for their home district.
- **Meal Service:** Each participating Sponsor/district will be responsible for providing and claiming breakfast meals for their students that attend ILead Academy in Carroll County prior to students arriving at ILead.

Lunch meal service- Carroll County will be responsible for providing and claiming all lunch meals for ILead Academy students.

- **Child Nutrition Reporting:** Reporting- Since students will have access to lunch meals, in Carroll County, those students should be included in SCN reporting (April/October) for Carroll County.
- **Meal service:** Food service will use a Google form to allow students to select menu items for Offer vs. Serve. The meals are transported from Carroll County High School to ILead Academy and are claimed under the high school. ILead students are permitted to purchase a la carte for items, however, students are not allowed to charge a la carte and therefore, there should be no unpaid meal charges.
- **Snow or other closing:** If Carroll County Schools are closed for snow, then ILead is closed as well. If the home districts are open, and students attend school in their home district when ILead is closed, lunches should be offered to those students and claimed in their home district. If Carroll County Schools are closed for any other reason than snow, and ILead remains open, Carroll County will notify the foodservice directors in the home districts. The home districts should offer students lunch, packed in a cooler with a roster, that will be transported on the bus with the students. ILead staff will count the meals and provide the completed roster to the home districts for claiming.

Meal Counting and Claiming

All participating Sponsors/districts should include the process, for meal access and reporting, in Meal Counting and Claiming procedures.

Special Dietary Needs

The home district is responsible for providing Carroll County with information regarding Special Dietary needs for any students. If Carroll County does not have information, and is informed of a situation where a student requires a diet modification, Carroll County Food Service will first contact the home district to ask if there is any documentation on file regarding Special Dietary needs. If the home district does not have that information, Carroll County Food Service will contact the families to work with them on what documentation is required from a State Licensed Healthcare Professional.

Signed:

FSD Carroll County Schools

Date

Superintendent- Carroll County Schools

Date

FSD Henry County Schools

Date

Superintendent- Henry County Schools

Date

Martha Selving, SAs

FSD Gallatin County Schools

Jan 10, 2023

Date

Superintendent- Gallatin County Schools

Date

FSD Owen County Schools

Date

Superintendent- Owen County Schools

Date

FSD Trimble County Schools

Date

Superintendent- Trimble County Schools

Date