



Kenton County School District | It's about ALL kids.

# Issue Paper

**DATE:**

June 23, 2023

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve Ignite Food Service Process Agreement 2023-2024 between Boone County Schools, Kenton County Schools, Walton-Verona Independent Schools, Covington Independent Schools, Dayton Independent schools, and Bellevue Independent Schools.

**APPLICABLE BOARD POLICY:**

01.1 Legal Status of the Board

**HISTORY/BACKGROUND:**

Kenton County Student Nutrition is responsible for processing all free and reduced applications submitted for Kenton County students and disclosing free and reduced status with Boone County Food Service. While Boone County Food Service is responsible for serving students meals each day school is in session and claiming the meals for reimbursement through the School Breakfast Program and National School Lunch Program.

**FISCAL/BUDGETARY IMPACT:**

None.

**RECOMMENDATION:**

Approval to execute the Ignite Food Service Process Agreement for the 2023-2024 school year.

**CONTACT PERSON:**

Elizabeth Hord

  
Principal/Administrator

  
District Administrator

  
Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

**Ignite Food Service Process Agreement 2023-24**  
**Between Boone County Schools, Kenton County Schools,**  
**Walton-Verona Independent Schools, Covington Independent Schools,**  
**Dayton Independent Schools and Bellevue Independent Schools**

- 1) All students will complete Free and Reduced Application Forms OR Household Income Forms with their home district.
  - a. All school districts involved will accept and process applications using their process and will then provide the information to Boone County Food Services updated free/reduced status for enrolled Ignite students every Wednesday beginning August 9, 2023, and ending June 12, 2024, following USDA guidelines using Google Shared Drive for Ignite enrollment as directed by Kentucky Department of Education, School and Community Nutrition. Timothy Cooper of KDE will provide the required reports and information to be shared via an established Google Drive shared folder for each school district.
- 2) Boone County is responsible for all program operations.
  - a. Boone County will claim all meals served to students at Ignite.
  - b. No meal will be claimed by other districts for students enrolled at Ignite.
  - c. Boone County Food Service Policies and Procedures will be followed by Ignite students
- 3) Completed Special Dietary Need Forms must be made available to Boone County School Food Services for Ignite students from their household or home district in order to provide appropriate documented meal accommodations as needed.

Signed:

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Superintendent Boone County Schools

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Date

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FS Director Boone County Schools

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Date

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Superintendent Kenton County Schools

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Date

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FS Director Kenton County Schools

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Date

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Superintendent Walton-Verona Ind. Schools

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Date

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FS Director Walton-Verona Ind. Schools

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Date

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Superintendent Covington Ind. Schools

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Date

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FS Director Covington Ind. Schools

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Superintendent Dayton Ind. Schools

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FS Director Dayton Ind. Schools

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Date

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Superintendent Bellevue Ind. Schools

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Date

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FS Director Bellevue Ind. Schools

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Date