



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

## Issue Paper

**DATE:**

8-26-25

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve execution of the School Food Authority Agreement for the Fresh Fruit and Vegetable Program (FFVP) grant and the Kentucky FFVP signature pages for Beechgrove Elementary and Taylor Mill Elementary.

**APPLICABLE BOARD POLICY:**

Legal Status 01.1

**HISTORY/BACKGROUND:**

The FFVP is a federally assisted program providing free fresh fruits and vegetables to children at eligible elementary schools during the school day. The goal of the FFVP is to introduce children to fresh fruits and vegetables, to include new and different varieties, and to increase overall acceptance and consumption of fresh, unprocessed produce among children. The FFVP also encourages healthier school environments by promoting nutrition education. Beechgrove Elementary was awarded \$49,125.00. Taylor Mill Elementary was awarded \$38,400.00.

**FISCAL/BUDGETARY IMPACT:**

\$0

**RECOMMENDATION:**

Approval to execute the School Food Authority Agreement Fresh Fruit and Vegetable Program

**CONTACT PERSON:**

Jennifer M Notton, Director Student Nutrition

  
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.*



Andy Beshear  
Governor

Jamie Link  
Secretary  
Education and Labor Cabinet

Dr. Robbie Fletcher  
Commissioner of Education

**KENTUCKY DEPARTMENT OF EDUCATION**

300 Sower Boulevard • Frankfort, Kentucky 40601 Phone: (502) 564-3141 • [www.education.ky.gov](http://www.education.ky.gov)

August 26, 2025

Jennifer Notton  
Food Service Director  
Kenton County Board of Education  
105 Eaton Drive  
Ft. Wright, KY 41017-9655

**Re: Notice of SY2025-2026 Fresh Fruit and Vegetable Program Grant Award**

On behalf of the Kentucky Department of Education Division of School and Community Nutrition and the USDA, it is my pleasure to inform you that a Fresh Fruit and Vegetable program grant to Kenton County Board of Education in the amount of \$87,525.00 has been approved for SY2025-2026 beginning July 1, 2025, and ending June 30, 2026. The Fresh Fruit and Vegetable Program authorized by Section 4304 of Public Law 110-234, The Food, Conservation, and Energy Act of 2008.

Funds are to be provided to the approved school(s) as follows:

CNIPS Number	Sponsor Name	Site Number	Site Name	July - Sept Allocation	Oct - June Allocation	Total
10193	Kenton County Board of Education	1018	Beechgrove Elementary School	\$ 6,294.63	\$ 42,830.37	\$ 49,125.00
10193	Kenton County Board of Education	1017	Taylor Mill Elementary School	\$ 4,920.38	\$ 33,479.62	\$ 38,400.00
			<b>Total Allocations</b>	<b>\$11,215.02</b>	<b>\$ 76,309.98</b>	<b>\$ 87,525.00</b>

The Division of School and Community Nutrition is grateful and proud to support your Fresh Fruit and Vegetable Program. Thank you for introducing school children to a variety of produce that they otherwise might not have the opportunity to sample! And thank you for your efforts to improve healthy eating habits and to help elementary schools create healthier school food environments.

Sincerely,

**Lauren E. Moore**

Director, Division of School and Community Nutrition  
Office of Finance and Operations  
Kentucky Department of Education

SPONSOR Kenton County School District

CNIPS NO. 10193

Addendum to State Agency – School Food Authority Permanent  
Agreement Fresh Fruit and Vegetable Program

This agreement is between the Division of School and Community Nutrition (State Agency) and the sponsor (School Food Authority (SFA)) named above.

The undersigned has the authority to enter this Agreement to participate in the Fresh Fruit and Vegetable Program (Program) (FFVP) as authorized by Section 4304 of Public Law 110-234, the Food, Conservation, and Energy Act of 2008.

A. It is mutually agreed between the State Agency and School Food Authority that:

1. The School Food Authority agrees that the funds will only be used for the purposes authorized by Section 4304 of the Food, Conservation, and Energy Act of 2008, (Public Law 110-234).

2. The School Food Authority agrees to abide by all of the requirements for administering the Program as stated in Section 4304 of the Food, Conservation, and Energy Act of 2008 (Public Law 110-234).

3. The School Food Authority agrees to provide funds to the School Food Authority's approved FFVP sites under its jurisdiction for the service of approved fresh fruits and vegetables in accordance with local, State, and Federal regulations and requirements.

B. General Conditions

1. This Agreement is non-transferable.

2. Neither the State Agency nor the School Food Authority has an obligation to renew this agreement.

Signatures

\_\_\_\_\_  
State Agency Division Director

\_\_\_\_\_  
District Superintendent

\_\_\_\_\_  
State Agency Division Director (Printed)

\_\_\_\_\_  
District Superintendent (Printed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

THIS ARRANGEMENT does not constitute the entire agreement between the parties with respect to subject matter thereof.



# Kentucky Fresh Fruit and Vegetable Program (FFVP) Application

## Signature Page

Beechgrove

We have reviewed this application and attest to the information provided. If selected, we agree to implement the project in a manner consistent with the policies and procedures established by USDA and NHS. Further, we agree to participate in USDA and/or State-sponsored trainings and evaluations, and to provide the information requested by the specified deadlines. Please provide the contacts listed below or equivalent positions as determined by the school.

### Signatures: (All original signatures are required to be in ink)

District  
Nutrition Program Director Jennifer M. Notton  
(Print Name)

(Signature)

Date

School Cafeteria Manager Sherry Winters  
(Print Name)

(Signature)

Date

School Principal Kristie Cahill  
(Print Name)

(Signature)

Date

District Superintendent Dr. Henry Webb  
(Print Name)

(Signature)

Date

#### USDA Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete the [USDA Program Discrimination Complain Form](#) (AD-3027) found online at [How to file a Complaint](#), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;

(2) fax: (833) 256-1665 or (202) 690-7442; or

(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

# Kentucky Fresh Fruit and Vegetable Program (FFVP) Application

## Signature Page

Taylor Mill

We have reviewed this application and attest to the information provided. If selected, we agree to implement the project in a manner consistent with the policies and procedures established by USDA and NHS. Further, we agree to participate in USDA and/or State-sponsored trainings and evaluations, and to provide the information requested by the specified deadlines. Please provide the contacts listed below or equivalent positions as determined by the school.

### Signatures: (All original signatures are required to be in ink)

District

Nutrition Program Director

Jennifer M. Notton

(Print Name)

(Signature)

Date

School Cafeteria Manager

Ronda Gunn

(Print Name)

(Signature)

Date

School Principal

Carrie Holloway

(Print Name)

(Signature)

Date

District Superintendent

Dr. Henry Webb

(Print Name)

(Signature)

Date

#### USDA Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

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## Grant Budget Snip

DISTRICT NAME	SITE NO.	SITE NAME	July - September Allocation	October - June Allocation	Total Site Award	July - September Allocation	JULY - SEPTEMBER ALLOCATION MONTHS OF FFVP SERVICE (completed by sponsor (maximum number, \$))	MONTHLY BUDGETED EXPENDITURES (including administrative expense)	MAXIMUM MONTHLY ADMINISTRATIVE EXPENSE (using 10% of the total allocation)	October - June Allocation	OCTOBER - JUNE ALLOCATION MONTHS OF FFVP SERVICE (completed by sponsor (maximum number, \$))	MONTHLY BUDGETED EXPENDITURES (including administrative expense)	MAXIMUM MONTHLY ADMINISTRATIVE EXPENSE (using 10% of the total allocation)	WEEKLY NUMBER OF DAYS SERVED (completed by sponsor)	July - September Allocation
Example School District	####	Example Elementary School	\$ 25,000.00	\$ 75,000.00	\$100,000.00	\$25,000.00	2	\$ 12,500.00	\$ 1,250.00	\$75,000.00	8	\$ 9,375.00	\$ 937.50	3	\$ 25,000.00
Kenton County Board of Education	1018	Beechgrove Elementary School	\$ 6,294.63	\$ 42,830.37	\$49,125.00	\$6,294.63	1	\$ 6,294.63	\$ 629.46	\$42,830.37	8	\$ 5,353.80	\$ 535.38	2	\$ 6,294.63
Kenton County Board of Education	1017	Taylor Mill Elementary School	\$ 4,920.38	\$ 33,479.62	\$38,400.00	\$4,920.38	1	\$ 4,920.38	\$ 492.04	\$33,479.62	8	\$ 4,184.95	\$ 418.50	2	\$ 4,920.38