

**AGREEMENT BETWEEN UNION SCHOOL UNION SCHOOL DISTRICT 81 AND RICHLAND SD 88A**  
**CONCERNING THE PREPARATION OF MEALS UNDER THE FEDERAL LUNCH PROGRAM**

**THIS INTERGOVERNMENTAL AGREEMENT** is made and entered into this 1st day of June 2022, by and between UNION SCHOOL DISTRICT 81 (Union) and RICHLAND SD 88A (RICHLAND SD 88A).

**WHEREAS**, Union and RICHLAND SD 88A are authorized to enter into an Intergovernmental Agreement Pursuant to Article VII, Section 10, of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 et. Seq. providing for the execution of agreements and implementations of cooperative ventures between public agencies of the State of Illinois; and

**WHEREAS**, Union and RICHLAND SD 88A are authorized by the School Code of Illinois, 105 ILCS 5/10-22.26, to maintain and operate a school lunch program in accordance with the applicable regulations of the State Board of Education and Agencies of the United States Government; and

**WHEREAS**, subject to the terms set forth below, Union agrees to operate a school breakfast and lunch program consisting of bulk lunches, pre-pack breakfast and farmers market bar to RICHLAND SD 88A.

**WHEREAS**, UNION will deliver and distribute the bulk containers to the individual schools on a daily basis. RICHLAND SD 88A shall be responsible for all aspects of service as well as meal counting at their locations.

NOW, THEREFORE, in the consideration of the mutual covenants herein contained and each and every act to be performed hereunder by either of the parties hereto, Union and RICHLAND SD 88A agree as follows:

1. **TERMS OF MEAL SERVICE.** Union will provide meal service to the schools listed below on the full school days established by RICHLAND SD 88A on its annual school calendar for the for July 1, 2021 – June 30, 2022 years.
  - Richland SD 88a 1919 Canton Farm Road, Crest Hill, Illinois 60403
2. **MEAL SERVICE** will begin on the first full day for students in August 2022, and continue until the last full student attendance day in June 2023.
3. **BULK LUNCH REQUIREMENTS.** Union will provide bulk lunches which when served in the designated portion, will meet all meal pattern requirements of the National

School Lunch Program and will include the appropriate servings of meat/meat alternate, vegetables/fruits and grains. The meal will also include all appropriate condiments and an occasional bonus item intended to add additional interest and/or calories to the meals.

4. **TRANSPORTATION.** UNION will be responsible for transportation of meals to its schools as well as return of containers and pans for cleaning daily.
5. **MENU.** Union shall provide menus along with nutritional information as needed to RICHLAND SD 88A one month prior to implementation for publishing.
6. **DAILY NUMBER OF MEALS REQUIRED.** The number of meals prepared by Union will be based on a daily forecast from RICHLAND SD 88A. Due to the variety of food items offered, there may be times that a certain item is not available.
7. **FIELD TRIP LUNCHESES.** Scheduled field trips must be reported to Union five days (5) prior to the date so the kitchen can reduce the amount of food prepared.
8. **ADDITIONAL EQUIPMENT.** Union may place additional equipment into the unit to meet program needs. RICHLAND SD 88A will be responsible for providing any additional electric or gas needed, if new equipment is mutually agreed upon. RICHLAND SD 88A will assume responsibility to safeguard equipment during off hours of operation, over holidays and summer months.
9. **NATIONAL SCHOOL LUNCH PROGRAM STATUS.** RICHLAND SD 88A will retain its status as a National School Lunch Program Sponsor for the schools in RICHLAND SD 88A and will retain responsibility for all paperwork and communications incumbent on that status, including:
  - a. The annual application for Participation in National School Lunch and Food Distribution Programs;
  - b. The Renewal Certification of Agreement and Policy Statement;
  - c. The monthly USDA Commodities Communications;
  - d. Free and Reduced-Price Meal Applications and all necessary processing and communications to households;
  - e. Monthly claims for reimbursement; and
  - f. Annual Financial Report
10. **REQUEST FOR OPEN COMMUNICATIONS.** Union requests that a semi-annual meetings should be scheduled monthly with the Principal/Asst. Principal of RICHLAND SD 88A and food service staff working in the building along with the Director from Union.

Any ongoing communications to Union shall go to Tim Baldermann, Superintendent.  
Any ongoing communications to RICHLAND SD 88A should go to Phil Robb, Director of Finance and Human Resources

Union SD 81 will supply Richland SD 88a monthly menus within 10 days prior for approval. Menus will be in full compliance of School Breakfast Program & National School Lunch

Program meal requirements for grades served k-8. Lunches will include unlimited one time thru choice of at minimum 2 fruits & 4 vegetables, utilizing 80% fresh and fulfilling vegetable sub group weekly meal requirements. Students will be encouraged to take full servings of fruits and vegetables to insure complete meal compliance.

Reasonable accommodations will be made for documented students with allergens. Upon request, nutritional and ingredient information will be provided.

Richland SD 88a will provide appropriate staffing onsite. Union will provide 1 additional support staff at Richland SD 88a.

Union will provide support thru professional standards training, HACCP regulations, Food Handler Certification, USDA & State Reviews and any other additional program support needed.

Union will work with Richland SD 88a to insure a minimum of 85% utilization of USDA Commodities thru annual orders, brown box delivery and DOD.

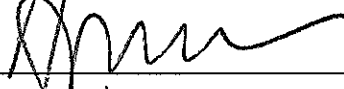
11. ADDITIONAL SERVICES. Union will accommodate when possible request for additional services which could include but not be limited to catering for meetings, full service lunch in elementary buildings, kindergarten snack programs, food for before and after school programs. Charges for providing additional services by Union shall be determined between RICHLAND SD 88A and Union prior to the time such additional services are implemented. Per the request of Richland 88A to pre-portion and individually package all items on the salad bar for K-2 there will be an additional service fee of \$1 per meal for these meals only. These separate meal counts to be provided weekly to Union.
12. PAYMENT TO DISTRICT. RICHLAND SD 88A shall pay \$3.65 per lunch meal and \$.90 per snack to Union as ordered. Union shall invoice RICHLAND SD 88A on a monthly basis. The value of commodities will be credited to RICHLAND SD 88A on the monthly invoice, with a full reconciliation at fiscal year end. Payment from RICHLAND SD 88A to Union shall occur within one month of the receipt of the invoice.
13. TERMS AND CONDITIONS OF AGREEMENT. This agreement shall automatically renew from year to year unless either side issues a notice of non-renewal on or before February 1 of the preceding year.
14. INSURANCE. Union agrees to purchase from and maintain in a company or companies lawfully authorized to do business in the State of Illinois, Comprehensive General Liability insurance coverage with combined single limits of at least \$1,000,000.00 on a per occurrence basis (or comparable coverage as part of a self-insurance pool), governing all liability arising out of this agreement. RICHLAND SD 88A is to be named as an additional insured and to be provided with a copy of the certificate of insurance.
15. INDEMNIFICATION. RICHLAND SD 88A shall indemnify, release and hold harmless Union including its Board Members, in their individual and official capacities the

Board's employees and agents and their successors and assigns, from and against any and all claims, demands, liabilities, injuries or causes of actions including, but not limited to attorneys' fees, costs and expenses of litigation, in connection with a claim against Union for property damage or personal injury resulting from Union's provision of food services to RICHLAND SD 88A during the term of this agreement, except for the negligent acts or omissions of Union.

16. **DEFAULT.** In the event that one party believes the other to be in default under this Agreement, that party acting through its Superintendent, shall notify the other party in writing and allow that party thirty (30) days from the date of receipt of the notice to cure the default. If the default is not cured, the party having sent the notice of default may terminate this agreement by serving written notice on the other party effective ten (10) days after receipt of the notice by the other party. No waiver of any default shall be implied by the failure of either party to give notice of default, and no express waiver shall affect any other default except this one specific in the waiver.
17. **NO ASSIGNMENT.** Neither party may assign any rights or duties under this Agreement without the written consent of the other party.
18. **NOTICES.** All notices to the parties to this agreement shall be made by certified mail to the addresses below.
19. **SUCCESSORS.** This agreement shall be binding upon the successors of the parties' respective Boards.
20. **HEADINGS.** The Agreement heading and all paragraph headings are for quick reference and convenience only and do not alter, amend, explain or otherwise affect the terms and conditions appearing in this agreement.
21. **AMENDMENTS.** No modifications or amendments or waiver of any provision hereto shall be valid and binding unless in writing and signed by both parties.
22. **COMPLETE UNDERSTANDING.** This Agreement sets forth all the terms, conditions, agreements and understandings between Union and RICHLAND SD 88A relative to the subject matter hereof; and there are no agreements or conditions, oral or written, expressed or implied, between them other than as herein set forth.
23. **GOVERNING LAW.** This Agreement and the rights and responsibilities of the parties hereto shall be interpreted and enforced in accordance with the laws and State of Illinois.
24. **EFFECTIVE DATE.** The effective date of the Agreement is July 1, 2022, through June 30, 2023.

**Union School District 81**

Timothy Baldermann  
(Printed Name)

  
(Signature)

Superintendent  
(Title)

April 7, 2022  
(Date/Signed On)

**Richland School District 88A**

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date/Signed On)