

MEMORANDUM OF UNDERSTANDING
_____ SUMMER PROGRAM
AND
SAN DIEGO UNIFIED SCHOOL DISTRICT FOOD SERVICES

1. SDUSD Food Services will provide cold sack lunches and afternoon snacks to _____ Summer programs on weekdays from Monday July 20, 2009 through Friday August 28, 2009. Meals will be delivered no later than 12:30 p.m.
2. All meals provided will meet USDA meal standards for Seamless Summer Feeding Programs.
3. All unused lunches must be returned to SDUSD Food Services.
4. Meals will be provided at no charge to the _____ Summer program.
5. Meals for field trips must be ordered two weeks in advance. Requests for field trips with less than two weeks notice may not be honored. If field trip meals are needed before the regular meal delivery time, _____ Summer program representatives are responsible for picking up the meals from the designated preparation kitchen.
6. _____ Summer program representatives must attend district-provided training on Wednesday July 15, 2009 at 10 a.m. at 6735 Gifford Way, San Diego, CA 92111.
7. SDUSD Food Services staff members will complete at least one on-site visit to review compliance with program requirements.
8. _____ Summer program representatives are responsible for
 - a. Ensuring that meals are only served to children ages 2-18.
 - b. Completing daily paperwork
 - c. Returning daily paperwork to the preparation kitchen
 - d. Maintaining accurate meal counts with a goal of no more than 5% unserved meals. Meal counts changes must be received by 5 p.m. the day prior to service.
9. In order to achieve the goal of no more than 5% unserved meals, SDUSD Food Services may change daily meal counts without prior notice.