

## Memorandum of Understanding

### "Farm to Cafeteria Program"

Exhibit A

Between

Sanzuma

And

San Pedro Elementary School San Rafael, CA.

This Memorandum of Understanding sets for the terms and understanding between the Sanzuma (SZ) and the San Pedro Elementary School (SPS) to create a sustainable "Farm to Cafeteria Program."

#### **Background**

Sanzuma is dedicated to increasing access to healthy food sources through programs that focus on reconnecting communities their environment. I have taught garden education, environmental stewardship, nutrition education, and kids healthy cooking classes at 10 Marin County K-8 schools since 2014. The students become aware of where their food comes from, how to grow it, and what the consequences are when a person makes poor eating choices.

#### **Purpose**

This MOU is to continue coordinating and facilitating a pilot project farm to cafeteria program for San Pedro School within the San Rafael School District. This program will also include nutrition and garden education.

#### **Goals**

- To grow 20% of the San Rafael School Districts produce needed for the school lunch program for 2016-17. This goal includes some purchases from local farmers.
- Increase the San Pedro Student's overall understating of nutrition and farming by 20%.

***The above goals will be accomplished by Sanzuma undertaking the following activities:***  
**\$5000.00 (Have Fun on the Farm)**

Sanzuma will continue the Farm to Cafeteria program sustain through the rest of 2016/17 school year statues quo.

- Coordinate garden and planting schedule with School Food Service staff to ensure more fresh fruits and vegetables are being added to the school meal program.
- Continue resources needed to run a "Farm to Cafeteria" program. Resources will include infrastructure, logistics of delivery of food, staff and volunteers that help distribute food and maintain the garden.
- A production garden manger for up to 25 hours a week.
- Explore all grant possibilities and continue to apply for the appropriate ones.

- Coordinate with San Rafael Unified School District School Food Services and write a USDA grant for \$100,000
- Coordinate with San Rafael Unified School District School Food Services to continue GAP certification is current, schedule and attend district inspections.
- Harvest of the Month, Rethink Your Drink and MyPlate for another 8-week session starting in January by Sanzuma's interns. This can include our staff interviewing and training SP 5<sup>th</sup> grade students to help mentor these classes for younger students.
- Conduct 8-week series of garden education for grades K-5 at San Pedro School taught by Lori Davis
  - Schedule Project Based Learning classes with San Pedro Elementary students.
  - Plan and prep for garden classes each week, including supplies.

***The above goals will be assisted by San Pedro School undertaking the following activities:***

- Provide the .16-acre garden space at San Pedro School for no cost to Sanzuma.
- Provide the use of the greenhouse at no cost to Sanzuma. Sanzuma will maintain and improve the greenhouse during the contract period.
- Provide water for the greenhouse and garden at no cost.
- Support the project by doing outreach to the San Pedro Community.
- Helping to coordinate farm clean up days, harvest days and planting days.

**Reporting**

Sanzuma will submit year-end report to San Pedro including photos from garden, testimonies, videos, and a list of plants growing in the garden. The report will be completed by July 2, 2016

**Funding**

CONTRACTOR: Sanzuma

CONTRACT TITLE: Farm-to-Cafeteria

San Pedro School shall pay CONTRACTOR as follows:

BASE CONTRACT FEE. San Pedro School shall pay CONTRACTOR a contract fee of FIVE THOUSAND DOLLARS (\$5,000). CONTRACTOR shall submit a monthly report accompanied by a year-end report. Payment will be made within 5 business days upon review and approval of documentation that contracted services have been completed.

**Duration**

This MOU is at-will and may be modified by mutual consent of authorized officials from Sanzuma or San Pedro School. This MOU shall become effective upon signature by the authorized officials from the Sanzuma and San Pedro School and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from Sanzuma or San Pedro School this MOU shall end on June 15, 2017.

**Contact Information**

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*Lori Davis*

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Date: 10/28/16

Lori Davis, organization, Executive Director Sanzuma

*Marie* \_\_\_\_\_ Date: 11/10/16

Marie Melodia, Principal, San Pedro School

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Date: \_\_\_\_\_

Mayra Perez, Deputy Superintendent