

**A Russell Hughes**  
Superintendent of Schools

**Robert Martin**  
Food Services Director



145 Park Street  
DeFuniak Springs, FL 32435  
850.892.1100  
Fax 850.892.1191  
[www.walton.k12.fl.us](http://www.walton.k12.fl.us)

March 31, 2020

**RE: Letter of Intent to Serve School Meals During Unanticipated Closure- Amended Plan**

To the Florida Department of Agriculture and Division of Food, Nutrition, and Wellness

Amended Changes to Food Service Operations Effecting Open Eligible Sites and Mobile Delivery Routes

- Paxton Elem-High School (0101)
- Freeport High School (0141)
- Walton Middle School (0201)
- Mossy Head Elementary (0261)
- Maude Saunders Elementary (0281)

The health and well-being of our employees and community members are at the forefront as we provide necessary meals to the children in our District. To minimize exposure, maximize resources, and assist parents with limited gas and financial resources for a daily pick up service, we are decreasing our distribution days to **one day a week with multiple day meals served**.

**For the week of April 6-10**

Distribution Day will be Tuesday, April 7<sup>th</sup>, serving breakfast and lunch for Tuesday, Wednesday, Thursday, Friday, and Saturday. This is five days' worth of breakfast and lunch meals. Meal Distribution will continue by way of drive-through pick up service and mobile route delivery. The serving time will be 9:00 am – 1:00 pm.

We will continue this meal service plan for the month of April as this minimizes exposure risk and conserves resources while still providing the same amount of meals as the present five days a week **daily** distribution plan currently in effect.

**For the week of April 13-17**

Distribution Day will be Tuesday, April 14<sup>th</sup>, serving breakfast and lunch for Tuesday, Wednesday, Thursday, Friday, and Saturday. This is five days' worth of breakfast and lunch meals. Meal Distribution will continue by way of drive-through pick up service and mobile route delivery. The serving time will be 9:00 am – 1:00 pm.

***“Preparing the Whole Child for a Life of Success”***

**For the week of April 20-24**

Distribution Day will be Tuesday, April 21<sup>st</sup>, serving breakfast and lunch for Tuesday, Wednesday, Thursday, Friday, and Saturday. This is five days' worth of breakfast and lunch meals. Meal Distribution will continue by way of drive-through pick up service and mobile route delivery. The serving time will be 9:00 am – 1:00 pm.

**For the week of April 27-30**

Distribution Day will be Tuesday, April 28<sup>th</sup>, serving breakfast and lunch for Tuesday, Wednesday, and Thursday. If schools reopen, on Friday, May 1<sup>st</sup>, we will return to NSLP traditional meal service operations.

In the event, the unanticipated school closure continues. Our District will evaluate the current situation, and either resume the existing one day a week meal distribution of five meals or implement *two days a week* meal distribution *servicing seven meals*.

During May or until the end of the unanticipated school closure period, our District will either continue the one-day meal distribution procedure or implement another amended foodservice operation procedure to increase distribution days to two days a week, serving both lunch and breakfast for seven days.

Distribution Days will be Tuesdays and Fridays.

Tuesday distributing meals for Tuesday, Wednesday, and Thursday

Friday distributing meals for Friday, Saturday, Sunday, and Monday

Serving time will be 9:00 am – 1:00 pm

**For the week of May 4-8**

Distribution Day will be Tuesday, May 5<sup>th</sup>, serving breakfast and lunch for Tuesday, Wednesday, and Thursday. Second Distribution Day will be Friday, May 8<sup>th</sup>, serving breakfast and lunch for Friday, Saturday, Sunday, and Monday. This is seven days' worth of breakfast and lunch meals. Meal Distribution will continue by way of drive-through pick up service and mobile route delivery. The serving time will be 9:00 am – 1:00 pm.

**For the week of May 11-15 and Subsequent Weeks**

Distribution Days will be Tuesday, serving breakfast and lunch for Tuesday, Wednesday, and Thursday and Friday, serving breakfast and lunch for Friday, Saturday, Sunday, and Monday. This is seven days' worth of breakfast and lunch meals. Meal Distribution will continue by way of drive-through pick up service and mobile route delivery. The serving time will be 9:00 am – 1:00 pm.

These foodservice operations will remain in effect until the end of the unanticipated school closure period, at which time our District will resume NSLP traditional.

Our plan to communicate with parents includes website updates, robocall, social media, and press releases to radio and newspaper outlets.

Our District will ensure proper operations of the program. Each site will have trained food service staff and managers preparing meals with food safety practices in place. All meals will follow the meal pattern requirements, and meal counts will be conducted at the point of meal transmission by trained staff utilizing proper Daily Meal Count sheets provided in FANS. The food services director will be monitoring all schools to ensure proper program oversight and program integrity.

Sincerely,

Robert Martin

Food Services Director  
Walton County School District