



*Highline Public Schools Board Action Report*

DATE: 6/6/2024

FROM: Dr. Ivan Duran, Superintendent

LEAD STAFF: Lisa Johnson, Nutrition Services Director

For Introduction: June 17, 2024      For Action: July 10, 2024

**I. TITLE** Utilizing USDA Commodity Food in the 2024-25 School Year

Select one:     New Item     Renewed Item     Annual Item     Revised Item

**II. WHY BOARD ACTION IS NECESSARY**

Per Policy 6225, the board must approve contracts over \$250,000.

**III. BACKGROUND INFORMATION**

The United States Department of Agriculture (USDA) Foods in Schools program supports domestic nutrition programs and American agricultural producers through purchases of domestic agricultural products for use in schools. For each lunch served, Nutrition Service is entitled to receive a certain amount of entitlement funds to use toward purchasing USDA foods. In the 2023-24 school year our district received \$726,462 in commodity entitlement food.

USDA’s Food and Nutrition Services (FNS) coordinates the distribution of USDA purchased food to states. They have designated OSPI as the agency to distribute USDA foods in Washington State. OSPI Child Nutrition Services charges fees to LEAs for deliveries, processing, and administrative costs. We project the fees and associated costs of commodity food will be \$250,000 in the 2024-25 school year.

**IV. RECOMMENDED MOTION**

I move that the Highline School Board approve the use of up to \$250,000 to utilize commodity food products through OSPI as allocated from USDA for the National School Lunch Program in the 2024-25 school year.

**V. FISCAL IMPACT/REVENUE SOURCE**

Fiscal impact to this action will be \$250,000 from budget code 9801 Nutrition Services general fund.

The revenue source for this motion is 9801 Nutrition Services general fund.

Expenditure:     One-time     Annual

**VI. APPLICABLE POLICY(S)**

This action is in compliance with the following:  
Policy and Procedure 6225: Approval of Contracts

**VII. ALTERNATIVES**

Failure to approve this contract and not utilizing the food purchased by USDA would significantly impact the financial operations of Nutrition Services to provide food to our students and staff. In the 2023-24 school year our district received \$726,462 in commodity entitlement food.

**VIII. COMMUNITY ENGAGEMENT**

Community Engagement Required:  Yes  No

**IX. ATTACHMENTS**