

Memorandum of Understanding (MOU)
All Partnering Organizations
Culver City Unified School District (CCUSD)
Culver City Education Foundation (CCEF)
City of Culver City

Agreement generated: December 21, 2023

Agreement Period: March 1, 2024-June 30, 2027

Purpose:

Culver City Unified School District (CCUSD) Food Service Department will partner with the Culver City Education Foundation (CCEF) and the City of Culver City to obtain the following goals:

1. Build more sustainable and nourishing school meal programs throughout the CCUSD by developing relationships with local food systems with the goal of increasing the amount of locally sourced foods served to students.
2. Source foods from vendors, food producers and farmers from historically marginalized communities in the greater Los Angeles area and its surrounding communities within a 250-mile radius.
3. Train food service staff to implement more scratch cooking, meal preparation and presentation. Provide for the development of culturally inclusive meals. Invest in the infrastructure needed to sustain these changes. Also train CCUSD food staff to easily upscale successful recipes for large groups.
4. Reduce carbon emissions and plastic waste from our food services.
5. Generate a community of food-minded groups and individuals who will contribute to the betterment of our local economy and raise the quality of our school food.
6. Educate students utilizing field trips and curriculum designed to enrich their knowledge of local farming and resources.

Culver City Unified School District's Proposed Contributions to the Project:

- CCUSD Food Service will oversee the PLANTS Grant with School Breakfast and National School Lunch menu planning, food and supply procurement, and staff training in the art of scratch cooking. This will feature recipe development for students in grades T-K to 12th Grade. Recipes will feature locally purchased fresh fruits and vegetables as well as being culturally inclusive. A cooking instructor will be brought on board for this purpose. Necessary equipment, such as Combi ovens and mixers will need to be purchased to support these efforts.

We will seek out collaborators who can assist us in seeking out and securing the procurement of foods such as fresh fruits and vegetables, fresh whole grain bread and bakery products, and other food products that meet age-appropriate USDA nutritional requirements from local farmers and producers located in historically marginalized communities within a 250-mile radius of Culver City.

- CCUSD Food Service will work with the listed partners in building community relationships with producers, distributors, businesses, Farmer's markets, community members, parents/caregivers, staff and students to build best practices for the city's TK-12 food systems in a more sustainable manner. Existing school gardens will be supported and enhanced. .

Culver City Education Foundation Contributions to the Project:

- Culver City Education Foundation (CCEF) will collaborate with our network of donors and local business supporters to broaden support for the project.
- CCEF will communicate news and information about the PLANT grant award and program implementation with our audience of CCUSD parents and Culver City community members, featuring stories about the positive impact this funding has on our student population.

City of Culver City Contributions to the Project:

- Support initiatives of this project by assisting in establishing connections to food producers in the Farmer's Market, throughout the City, and the larger Southern California network.
- This project is in alignment with the City's commitment to reducing the carbon footprint, source reduction, and organics recycling.

Timeline:

With help from CCEF and parents, CCUSD Food Service will seek out collaborators through our local Farmers Market to help us source local foods from farmers and producers from historically marginalized communities. This will be done between April 2024 and July 2024.

A cooking instructor will be located and contracted by CCUSD Food Service to help in the development and training of food service staff within the first three months of the grant period. Equipment needs will be assessed and requests for pricing will go out to local equipment providers in conjunction with the trainer contract as applicable. Fresh Fruit and Vegetable needs will be incorporated and highlighted in recipes and purchased according to menu needs. These recipes will begin being featured on our school Breakfast and Lunch menus beginning with the school year 2024-2025. Fruits and vegetables will be purchased from local farmers seasonally when available.

About the Culver City Unified School District:

CCUSD is a school district located in the greater Los Angeles area. We maintain a student population of 6,800 to 7,200 students grades TK to 12. Our schools are made up of five (5) elementary schools, one (1) middle school, one (1) continuation high school and one (1) high school.

Brief description of organization's mission:

Our belief is Success for All ... Takes Us All.

At Culver City Unified School District, we take our responsibility seriously and are committed to excellence for all students in what we call the 4 A's: Academics, Athletics, Activities, and The Arts. Taking a Whole Child approach, our vision is that 100% of our students graduate from high school with unlimited opportunities in college and career, and are prepared to be successful in everything they endeavor to try.

The Mission of the Culver City Unified School District, a diverse haven of excellence, is to ensure that each student possesses the academic and personal skills necessary to achieve his/her highest potential as a valued, responsible member of society by providing challenging, personalized educational experiences in a safe, nurturing environment and by fostering a passion for teaching and learning with committed parent and community involvement.

About the Culver City Education Foundation [**Partner Organization #2**]:

The mission of the Culver City Education Foundation is to support and enhance a quality education for every student in the Culver City Unified School District. For the past 40 years, (CCEF) has raised funding used to positively impact the academic achievement and overall success of K-12 students at every CCUSD school. CCEF funding supports programs as diverse as the student community it serves, ranging from needs such as visual and performing arts, STEM learning, student wellness, college readiness, and various initiatives that inspire learning and ignite student success. To learn more, visit www.ccef4schools.org.

About the City of Culver City [**Partner Organization #3**]:

The City of Culver City is a Charter City incorporated in 1917 and has a full range of municipal services including Fire, Police, Public Works, Parks, Recreation, and Community Services and Transportation. The Environmental Programs and Operations division of the department of Public Works is committed to sustainability, educational outreach, and leading the way in environmental policy and best practices.

Commitment to Partnership:

- The Project Partners agree to the contribution and deliverables outlined above.
- The Project Partners agree to abide by the Project Plan and Budget contained in the PLANTS grant application.
- We, the undersigned, have read and agree with this Memorandum of Understanding.

Culver City Unified School District

Authorized Representative (AR) Name: Mike Reynolds

AR Title: Interim Superintendent of Business

AR Email Address: mikereynolds@ccusd.org

AR Phone Number: (310) 842-4220

Lead Applicant Organization Mailing Address: 4034 Irving Place, Culver City, CA 90232

Tax ID Number: 95-6000973

DUNS Number: 059823567

AR Signature:

Culver City Education Foundation

Authorized Representative (AR) Name: Wendy Hamill

AR Title: Executive Director

AR Email Address: wendyhamill@ccusd.org

AR Phone Number: (310) 842-4220 ext. 4216

Partner Organization Mailing Address: 4034 Irving Place, Culver City, CA 90232

Tax ID Number: 95-3641300

DUNS Number (if available): NA

AR Signature:

City of Culver City

Authorized Representative (AR) Name: John Nachbar

AR Title: City Manager

AR Email Address: john.nachbar@culvercity.org

AR Phone Number: 310-253-6000

Partner Organization Mailing Address: 9770 Culver Blvd, Culver City, CA 90232

Tax ID Number: 95-6000701

DUNS Number (if available): N/A

Unique Entity Identifier: M5B9GLV2LQN7

AR Signature: