

# Food Service Department Annual Report 2023-2024

Submitted by Beth Nichols

# Offerings

- Breakfast and Lunch Program
- Breakfast and Lunch Offered on ½ Days
- Preschool Snack Programs
- Catering and Vending Services



# Staff

- Food Service Director
- Administrative Assistant- 30 Hours per Week
- 48 Employees- 39 Full Time ( Benefit Eligible) and 9 Part Time
- Union Contract Negotiated Fall of 2022 ( July 1, 2022-June 30,2025)  
Rates Raised to be Competitive and to Increase Staff Retention
- All Employees Meet the Required USDA Professional Standards Requirements
- All Employees are Serve Safe Certified and Allergen Certified



# USDA/DESE Update

- Northeast Food for Schools Funding  
\$30,000 for Local ,High Quality and Minimally processed Foods
- State of Massachusetts -8<sup>Th</sup> State to Make Universal Meals Permanent  
Sustain Financial Health of School Nutrition Programs  
Spur Local Food Procurement  
Maintain a High Standard of Nutrition for Breakfast and Lunch
- Meal Pattern Change 2023-2024  
Decrease Sodium Limits by 10%

# Lunch Pricing

- USDA Requires Weighted Average Price of Lunch be Equal To the Federal Free Reimbursement Rate
- Free FY 24 Reimbursement Rate is \$4.38
- Current Shrewsbury Lunch Pricing  
Elementary \$3.25 Middle School \$3.50 High School \$3.75
- First Meal Purchased is Free if Reimbursable Meal  
Reimbursable Lunch Must Have 3 of 5 Components: Protein, Milk, Grain, Vegetable and Fruit. One Component Must be a Fruit or Vegetable  
Reimbursable Breakfast Must Have 3 Components: Grain, Fruit or Vegetable and Milk
- Second Meal is a Charged Meal
- Recommend Increasing the Lunch Price for Second and Non-Reimbursable Meals to \$4.50 at all Grade Levels

# A-La-Carte Pricing

## Middle/High School

- Second breakfast- \$2.00
- Second lunch HS- \$3.75
- Second lunch MS- \$3.50
- Second entree/sandwich- \$2.75
- Second slice of pizza- \$1.65
- Assorted snacks/ muffins/ bagels- \$1.00
- Additional milk/ 8 oz water, juice, 12 oz seltzer- \$.75
- Additional 20 oz water/ seltzer bottle- \$1.00

## Elementary School

- Second breakfast- \$2.00
- Second lunch- \$3.25
- Second entree/sandwich- \$2.75
- Second slice of pizza- \$1.65
- Additional piece of fruit- \$.75
- Additional milk/ juice/water- \$.75

# Commodities

- Entitlement Dollars FY 24 \$354,577
- Dollars based on Number of Meals Served the Prior Year Times the Entitlement Rate (\$ .365 )
- 15% of Food Purchases
- \$177,289 Committed to the Department of Defense ( DOD) Fresh Fruit Program  
Produce Ordered Weekly Until Funds Depleted
- \$24,975 Committed to Processing  
4500 Pounds of Beef Purchased  
Beef Diverted to JTM Provisions for Taco Meat and Spaghetti Sauce  
9,000 Pounds of Chicken Purchased  
Chicken Diverted to Tyson Foods for Nuggets, Grill Mark Chicken etc.  
\$152,313 Committed to Brown Box Foods  
Cases of: Deli Meats, Fresh and Frozen Fruits and Produce, Cheeses etc.

# Participation

- Pre Universal Meals
- Breakfast 1-1.5%
- Lunch 45-50-%

- Current Universal Meals
- Breakfast 15%
- Lunch 70%
- Popular Meals 90%





# Debt

- District Meal Charge Policy Allows Students to Charge with a Meal
- No Cap on Charging
- Regulations Require that Food Service be Reimbursed for Bad Debt
- FY 23 \$26,639.00 in Debt
- Planning revisions to administrative policy on charging to prevent students from incurring debt for second meals or à la carte items, given the permanent funding of universal meals

# Financials

	FY23
Beginning Balance	\$1,209,861
Revenue	\$3,305,945
Labor	\$1,188,375
Food	\$1,378,638
Other	\$472,417
Total Expense	\$3,039,430
Profit/Loss	\$266,515
Ending Balance	\$1,476,376

- Beginning Balance FY 23 - \$1,209,861
- Profit FY 23 - \$266,515
- Beginning Balance FY 24- \$1,476,376
- Revolving Account Balance Must Be No More Than 3 Months Expenses
- Monthly Expenses FY 23 - \$337,714
- Revolving Account FY 24 Cannot Exceed -\$1,013,143

# Challenges

- Staffing
- Ordering

# Goals

- Increase Staffing Levels to Respond to Higher Participation Rates, Provide More Meal Options, Reduce Time in Line
- Hire a District Chef to Enhance Quality and Variety of Meals
- Develop a Spending Plan for Surplus Revolving Account Funds, Including Making Capital Investments in Equipment Replacement or Maintenance