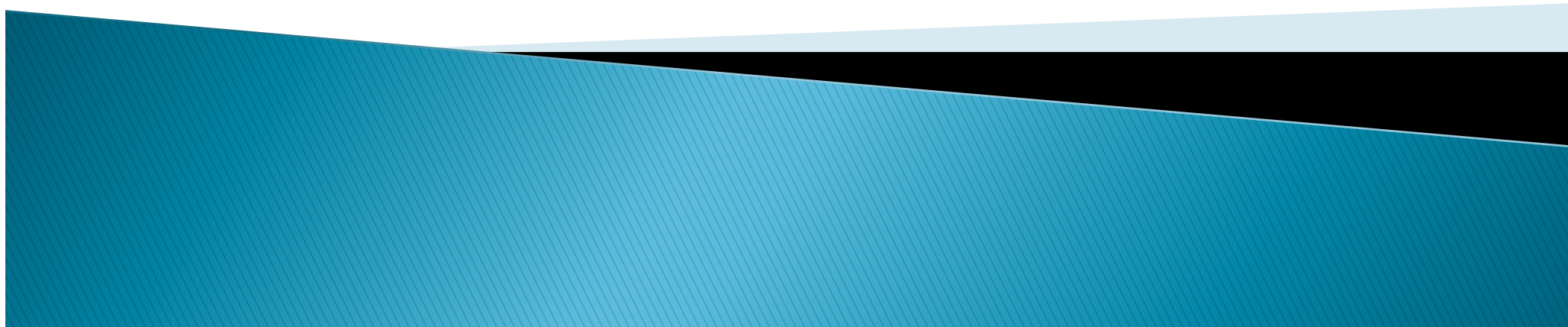



Food Service Department Annual Report 2017–2018

Presented by Beth Nichols, Director of Food Services

September 26, 2018

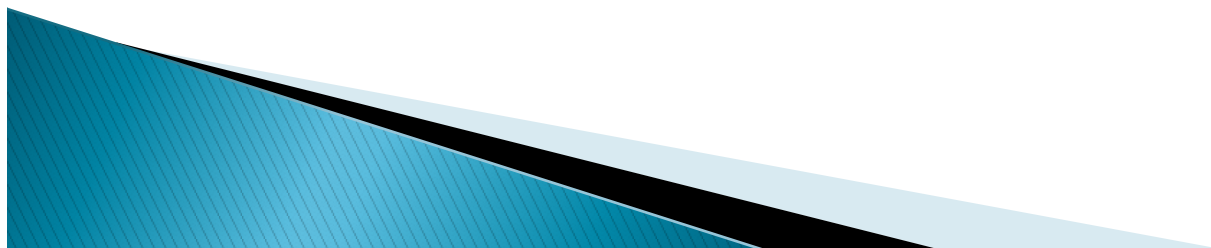


Program Offerings

- ▶ School Lunch Program for Grades K–12
 - ▶ Lunch \$3.25 Elementary, \$3.50 Middle School and \$3.75 High School
 - ▶ No price increase recommended for FY 19
 - ▶ Lunch prices raised \$.25 in 2015–2016
 - ▶ Breakfast Program at Coolidge, Middle and High Schools
 - ▶ Kindergarten and Preschool Snack Program
 - ▶ After School Meal Program
 - ▶ Vending
 - ▶ Catering
 - ▶ DESE Program Review in FY19 – emphasis on procurement
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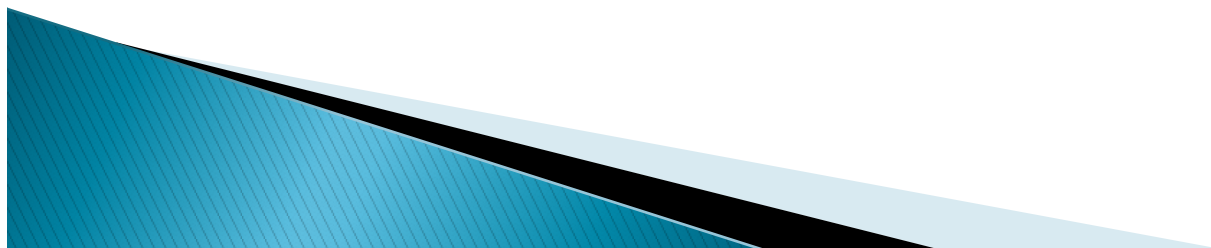
Staff

- ▶ Food Service Director
- ▶ Administrative Assistant –30 Hours per Week
- ▶ 46 Union Employees– 19 Full Time and 27 Part Time
- ▶ Many staff changes– High School Manager retired June 2018
- ▶ Changes made in June to ensure smooth transition in 2018–2019 School Year
- ▶ Staffing is a challenge– 8 openings to start the year
- ▶ Difficult to fill full, part time and substitute positions
- ▶ Continue to mentor Framingham University Intern who has been very valuable to program
- ▶ Union Contract negotiation this year



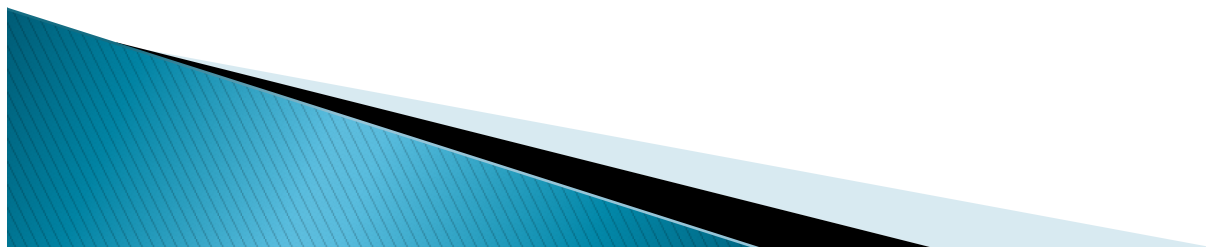
Legislative Updates

- ▶ New Free and Reduced Eligibility Benefits effective immediately– no longer a 10 day grace period
- ▶ Schools can serve 1% flavored milk, does not have to be skim
- ▶ Schools can serve grains that are not whole grain
- ▶ Sodium targets will remain the same (640mg for grades K–5, 710mg for grades 6–8 and 740mg for grades 9–12 per lunch, not be lowered)
- ▶ Bill in Committee to include commodity assistance for school breakfast programs
- ▶ Proposed rule to add more flexibility for hiring standards for new Food Service Directors
- ▶ USDA Food State Assessment Fee rate eliminated
- ▶ No storage fee charges for commodity items delivered to warehouses



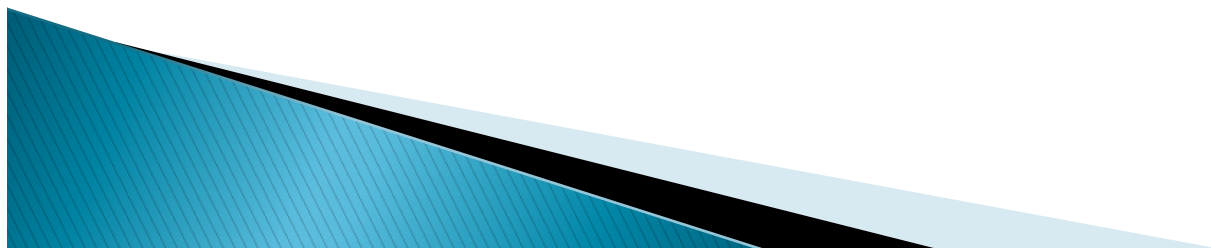
Point of Sale POS

- ▶ Meal Magic Being Used at All Schools
- ▶ \$991,601 deposited online to student accounts FY 18
- ▶ Elementary parents concerned about a-la-carte purchases
- ▶ Food Service Department is evaluating how to best give parents a control option i.e.
 - Cash only for a-la-carte
 - Prohibit all a-la-carte transactions
- ▶ Challenge as all items except reimbursable meals are a-la-carte
- ▶ Parents can not access parental controls with current online vendor being used



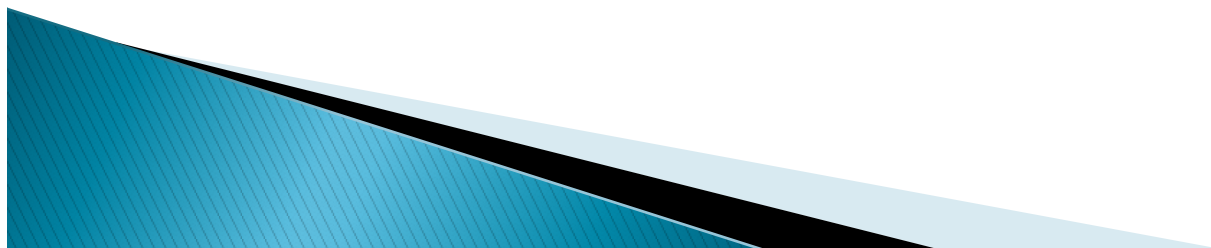
Sustainability

- ▶ The community is seeking ways to make our Town more green and sustainable. Actions we have recently undertaken include:
 - Elimination of straws
 - Plastic utensils that contained Expanded Polystyrene have been eliminated and replaced with utensils that contain no Expanded Polystyrene
 - Plastic “to -go” containers that contained Expanded Polystyrene have been replaced with containers that contain no Expanded Polystyrene
- ▶ An assessment was started to determine the feasibility of installing dishwashers in the schools
 - Only Floral has the physical foot print to install a dishwasher
 - Installation and labor costs will be determined in final assessment
 - Addition of two more 19 hour positions needed to operate a dishwasher
- ▶ A site visit will be planned to observe composting in a school district



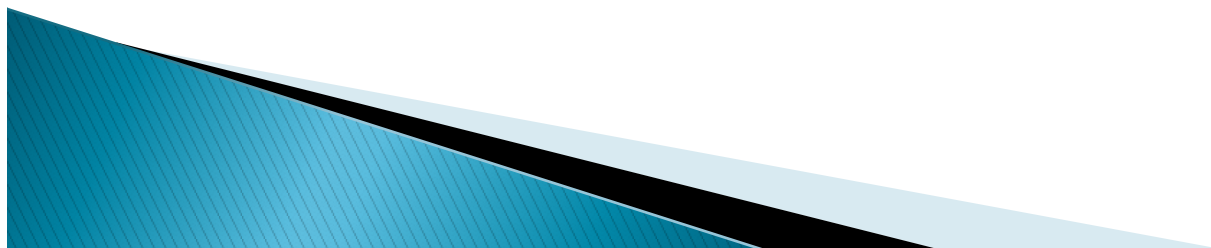
Reimbursable Meals

- ▶ USDA requires schools to offer 5 meal components at Lunch :Protein, Grain, Milk, Fruit and Vegetable
- ▶ Student must take 3 components, 1 must be a fruit or vegetable to qualify as Reimbursable Meal
- ▶ USDA requires schools to offer 3 meal Components at Breakfast : Grain, Milk and Fruit or Vegetable– Protein Component does not have to be offered
- ▶ Student must take 3 components to qualify as Reimbursable Meal
- ▶ Components have required minimum portion sizes



Reimbursable Meals

- ▶ Full Price Students can decline required components and meal is entered as a non-reimbursable meal
- ▶ Free and Reduced Students can decline required components and meal is entered as a non-reimbursable meal and student is charged full price for that meal



Reimbursements Per Meal

- ▶ Breakfast
- ▶ \$.31 Paid Breakfast
- ▶ \$1.49 Reduced Breakfast
- ▶ \$1.84 Severe Needs Reduced Breakfast
- ▶ \$1.79 Free Breakfast
- ▶ \$1.84 Severe Needs Free Breakfast
- ▶ Coolidge School qualifies for Severe Needs Reimbursement

FY 18 – \$543,688 in Reimbursements

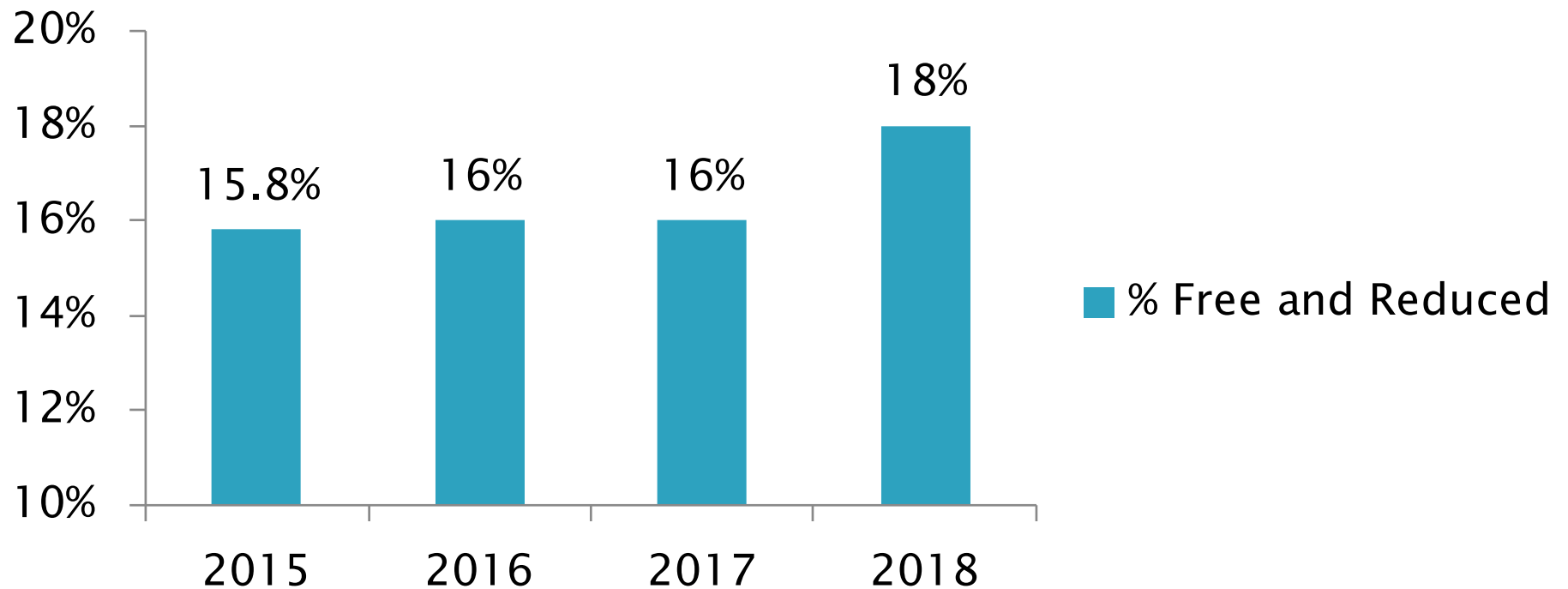
- ▶ Lunch
- ▶ \$.43 Paid lunch
- ▶ \$3.03 Reduced Lunch
- ▶ \$3.43 Free Lunch

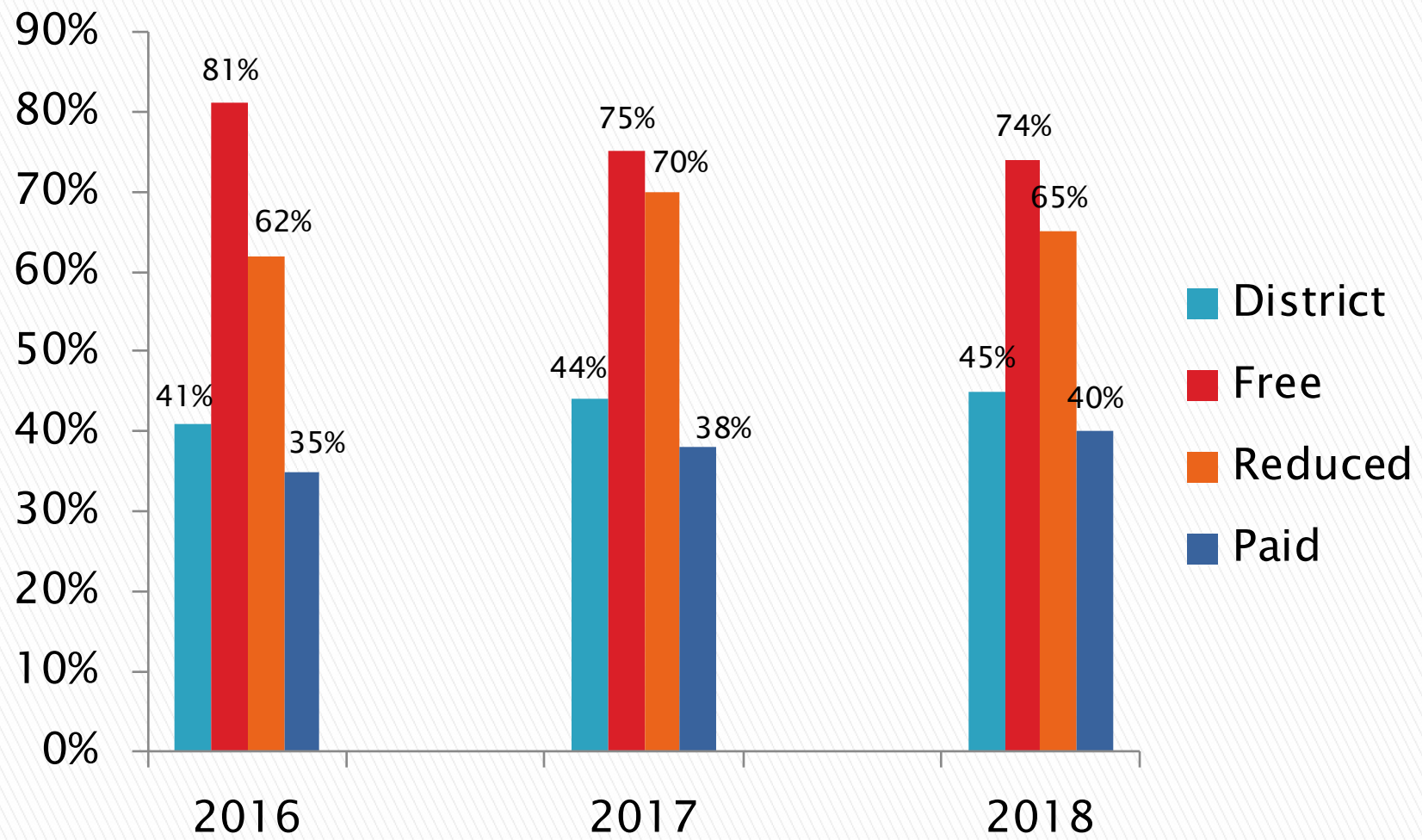
FY 19– Commodity Entitlement –\$143,135
Brown Box–\$93,565
Beef /Chicken Diversion– \$ 35,783
DOD Fresh Produce– \$35,783
\$.2350 earned for each Reimbursable Meal served

District Free and Reduced

% Free and Reduced

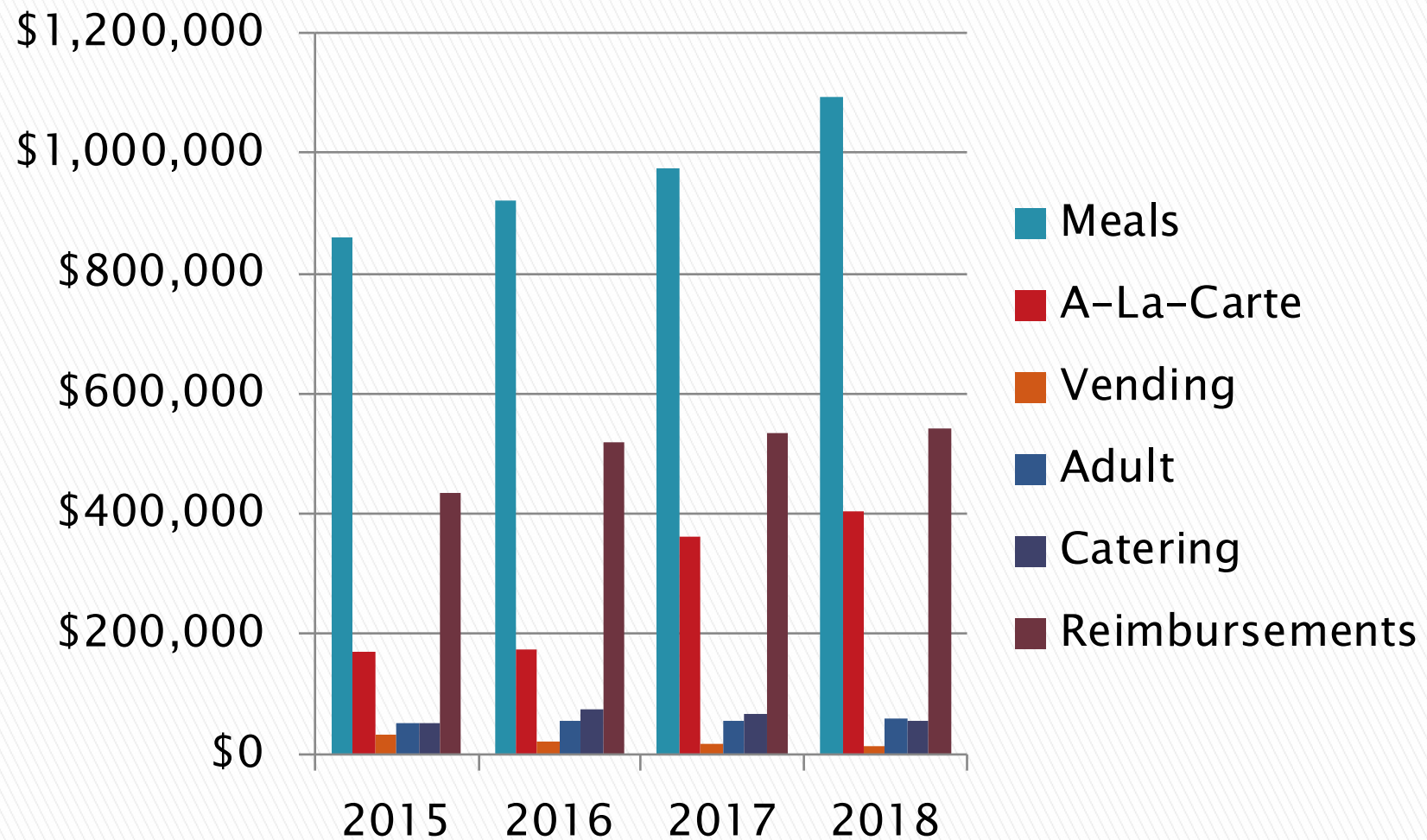
2018– 717 Free and 316 Reduced Students





Three-Year Participation Trend

District Participation Increased to 45%
Free Participation Decreased to 74%
Reduced Participation Increased to 65%
Paid Participation Increased to 40%



Three-Year Revenue Trend

Meal Sales Increasing
A-La-Carte Sales Increasing
Vending Sales Decreasing
Adult Sales Increasing
Catering Sales Steady
Reimbursements Increasing as Meal Sales Increase

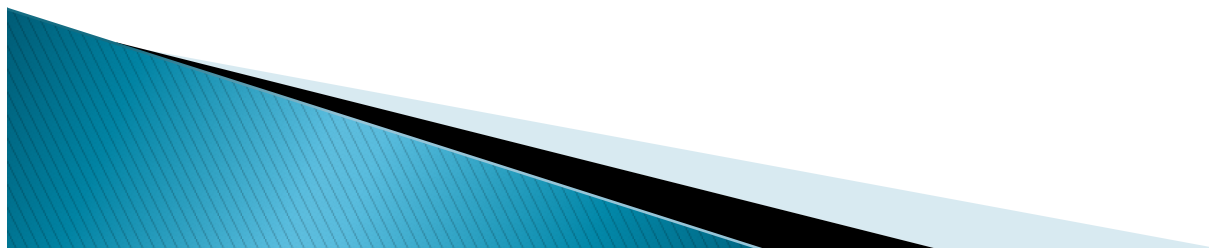
| | FY 15 | FY 16 | FY 17 | FY 18 |
|---------------------|-------------|-------------|-------------|-------------|
| Beginning Balance | \$20,119 | \$0 | \$110,276 | \$285,268 |
| Revenue | \$1,553,314 | \$1,763,547 | \$1,956,393 | \$2,109,056 |
| Labor | \$735,278 | \$736,425 | \$781,418 | \$860,794 |
| Food | \$722,326 | \$741,555 | \$815,961 | \$877,903 |
| Other | \$136,621 | \$175,290 | \$184,021 | \$209,997 |
| Total Expense | \$1,594,225 | \$1,653,270 | \$1,781,401 | \$1,948,664 |
| Surplus/ Deficit | (\$40,911) | \$110,276 | \$174,992 | \$160,392 |
| Ending Balance | (\$20,792) | \$110,276 | 285,268 | \$445,660 |

FY 18 \$136,474 in Health Benefits included in Labor

FY 18 Revenue does not include June 2018 Claim for \$39,710 which was posted in FY 19

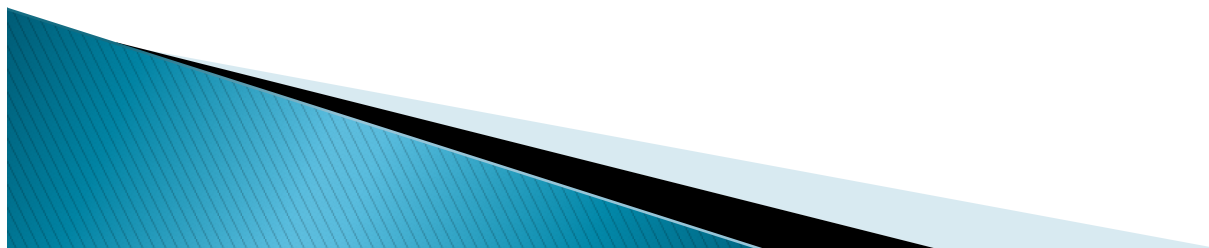
Financial Summary 2018

- ▶ Beginning Account Balance \$285,268
 - ▶ Year End Surplus \$160,392
 - ▶ 2019 Beginning Account Balance \$\$445,660
 - ▶ Revenue Increased \$152,663
-
- ▶ Food Cost decreased –FY 18 41% vs. FY 17 42%
 - ▶ Labor Cost decreased FY 18 34% vs. 40% FY 17
 - ▶ Other Costs Increased FY 17 10% vs. 9% FY 17
 - ▶ \$43,705 in equipment purchases in FY18



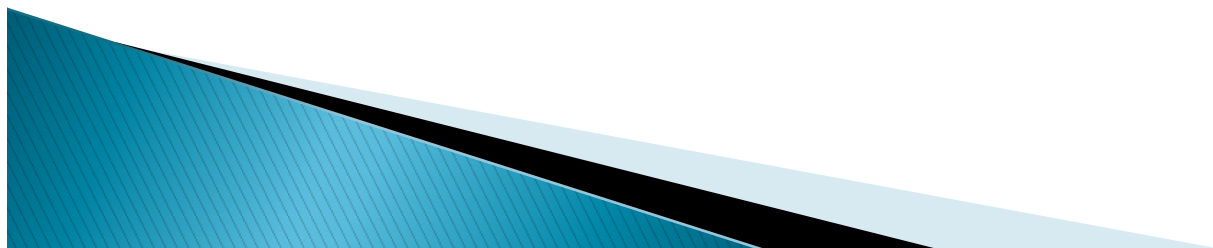
Surplus Funds

- ▶ Revolving Account Balance as of July 1, 2018 was \$445,660
- ▶ Account balance can not be greater than 3 months of operating expenses
- ▶ Based on FY 18 operating expense, our Revolving Account cannot exceed \$584,599
- ▶ Needed equipment will continue to be purchased in FY 19
- ▶ Potential District Chef position



Goals for 2018–2019

- ▶ Maintain a high-quality nutrition program for all students
- ▶ Increase program participation rates
- ▶ Continue to have a financially stable and self-sustaining program
- ▶ Explore using Twitter to promote the program
- ▶ Explore merits of hiring a District Chef



You are invited to lunch!

- ▶ We would like to schedule a date for School Committee members to have lunch at one of our schools so you can see the program firsthand.

