Food Service Committee Meeting Minutes

September, 14th 2010 @ Lowell Elementary

Attendance:

Dave White, Nan Sampson, Larry James, Angie Seese, Debbie Dunbarger, Denise Gerber, Donna Dunn, Matt Dill, Linda Hart, Johnna Zalmanek, Brent Taylor, Lee Petty, Susan Rauch, Carma Shilling, Letha Haas, Kelly Camden, Rodney West

Linda Hart: Distributed handouts with a brief summary of the free/reduced application numbers. 641 letters with applications (one per household) were mailed prior to school beginning. The data proved to be beneficial and this will be something that continues prior to the beginning of each new school year. We still have a few students who qualified last year, but paperwork has not been turned in for this year. Linda sent an additional letter indicating the grace period was ending and to turn in an application asap. Updates are being reported to each head cook at the schools to be entered in the POS system. Building secretaries were notified of free qualifications so that student workbook fees can be waived.

Larry James: Presented July and August financials which included reimbursements from the state, no income from the summer months, and expenditures for payroll. The food bills have not come in yet. The committee discussed that it will take at least 2 months to get a good grasp of the financials. Larry shared with Denise that when she inputs the numbers in the state software, she can access profit/loss data per building. Larry will be sending Chartwells a letter by the end of the week notifying them that the equipment and supplies on the final inventory list needs to be removed within 30 days or else it will become the property of FFLSD.

Denise Gerber: The district menu is working out well. The participation numbers have increased for breakfast and lunch at the high school. After reducing the amount of choices, it was noted that the a la carte line (upper stage) is not needed. The items can be included in the regular lines. The district menu for October will include the rotation of a hot breakfast. This will be a trial period until we can evaluate the numbers. The current breakfast cost per meal is .55 @ the elementary and .58 @ the high school. These prices reflect the cost of cereal/cereal bar, juice, milk, and graham crackers currently being served. Serving a sausage flap stick with juice and milk will be .62 and for breakfast pizza, juice or milk will cost .64.

Beverly-Center numbers are consistent. Since implementing breakfast in the classroom the participation numbers have increased slightly. There was a discussion on the importance of why we use a share table in each classroom. Grandparent's day was held and was a huge success for

all involved. Ideas were shared among the elementary schools on the procedures of the event day; comparison is difficult since Beverly-Center has almost twice the amount of students. Salem-Liberty's grandparents day will be November 5th. Lowell grandparents date is yet to be determined. The head cooks will be happy to utilize volunteers on grandparent's day.

Debbie: Reported that numbers are very good and consistent. There have not been any major equipment or food delivery issues. Breakfast is very close to 100% participation.

Angie: Numbers continue to go up and are very close to 100% participation. There has been a substitute for the 3-hour position every day with training a new person often. Discussion followed about space in the freezers; the group decided that the additional freezers will need to be hooked up at Salem and Lowell. This task is on Ron's work list. In the future freezers need to be defrosted over the summer break. Ron worked on a water heater issue.

Matt: Opened the discussion for the committee that this is an opportune time to reorganize positions without anyone losing their employment. There is a 3-hour position open at Lowell; currently being filled by substitutes. The a la carte line could close at the high school taking the staffing from six to five. Matt asked for recommendations from the group. Denise provided work lists from the high school. An in-depth discussion followed regarding different scenarios. One scenario would be for one of the 3 hr. cashiers to volunteer to relocate. If nobody wants to volunteer then the process will be more complicated such as eliminating, creating, and posting the position. This will be a longer process to complete. Matt will consult Gary then let the principals know how to proceed. Matt will report at the next Board meeting the outcome of the conversations.

Carma: There is a district food allergy policy, but not a plan or procedure currently in place. Instead of creating another committee; this topic will be discussed with parents to create the district plan.

The next meeting will be at 2:30 pm on October 12, 2010 @ Lowell Elementary.

Respectfully submitted,

Johnna Zalmanek