

Levittown Public Schools

School Lunch Program Update



Presentation to the Board of Education
Food Service Committee

Jennifer Bayer, Food Service Director – Aramark

Rick Cenicola, District Manager - Aramark

February 11, 2015

Food Service Committee

- **Frank Ward** - Board of Education
Representative
- **Patricia Genco** - Food Service PTA
Council Liaison
- **Bill Pastore** - District Administration
Food Service Liaison
- **Kim Volpe** - SFA Assistant

Members

Name	Building	Member Since
Jenny DeMeo	Abbey Lane	2014
Patty Genco	Division	2004
Peter Burke	East Broadway	2014
Jennifer Novello	Gardiners Avenue	2014
Margaret Costa	Lee Road	2013
Jeanette Badger	Northside	2013
Donna Bolton	Summit Lane	2013
Jill Meyerowitz	Wisdom Lane	2012
Al Matousek	Mac Arthur/Salk	2014
Nick Nocella (student)	Mac Arthur	2014-15
James Lunetta (student)	Division	2014-15
Robert Hagner (student)	Salk	2014-15
Shawn Berman (student)	Wisdom	2014-15

Organizational Structure

- Aramark
 - Jenifer Bayer
 - Food Service workers
- School District
 - Business office
 - HMB Consultants

Charge

- **Charge to Food Service Committee**
- The purpose of the Levittown Food Service Committee is to provide ongoing quality control of the District's food service program, provide the District Administration and Board of Education with feedback on the quality of the program, and to make recommendations to the District Administration and the Board of Education on improvements to the program.
- The Levittown Food Service Committee is a voluntary committee, and serves only in an advisory capacity. Any authority of either the committee as a whole or any of its individual members derives from and is at the discretion of the District Administration (i.e., Superintendent of Schools) pursuant to Board policy and direction.
- Members of the Levittown Food Service Committee must adhere to the Guidelines for Food Service Committee Members and to the decisions of the Superintendent of Schools relative to the execution of their responsibilities and their conduct in school facilities.
- The Food Service Committee Chairperson shall maintain regular contact with the District Administration Food Service Liaison, (or his or her designee) and shall make at least quarterly reports to the Board of Education.
- The FSC membership shall consist of the following:
- One PTA member from each school to act as the building representative reporting to the FSC Chairperson.
- *Each school PTA President is responsible to pick one representative from their school, the President is to then give that name to the PTA Council to forward to the BOE for approval.*

Guidelines

Guidelines for Food Service Committee Members

- In order to maintain active status, Food Service Committee (FSC) members may not miss more than two consecutive monthly meetings of the committee without adequate prior excusal by the food service committee chairperson.
- Food service committee members shall maintain proper decorum and respect for all students and school and food service personnel at all times.
- Under the supervision of the Building Principals, food service committee members shall have the authority to gather information on the quality of the food service program, including:
 - checking benchmarks of food being served to students,
 - checking benchmarks in the storage of food,
 - checking benchmarks in the preparation of food,
 - checking benchmarks of food service equipment.
- Upon entering a school building, food service representatives shall announce themselves at the main office, and await escort by the Building Principal or his/her designee.
- The food service member may not unnecessarily interrupt or deter staff or students from their activities, nor engage in extraneous discussion with either staff or students. The food service member may and should ask benchmark questions of both staff or students. Benchmark questions asked by FSC members should but does not have to take place in the presence of the Building Principal or his/her designee. FSC members shall record responses on official quality control benchmark checklists.

Guidelines

Guidelines for Food Service Committee Members

- Before leaving the building, the FSC member shall report back to the Principal's office, and, if possible, review their findings with the Building Principal.
- The staff at the main office will make four copies of the quality control checklist, providing the FSC member with one copy, retaining a second copy for the building Principal, faxing the third copy to School Food Authority (SFA) Representative and faxing the fourth copy to the FS PTA Council Liaison.
- School Food Authority (SFA) Representative shall bring all visited benchmark checklists along with copies of the monthly food service reports to the next District Food Service Committee meeting. The meeting agendas will include a review of their monthly food service reports as a standard agenda item.
- Food service Committee members may serve in that capacity for a term limited to 3 years. The Board of Education will randomly select those standing members for the school year 2013/2014 who wish to serve in 2014/2015 and assign them a term limit. All new members will receive a term limit of 3 school years from the day they are appointed. Members may reapply and be reappointed if there are no other eligible members looking to serve. Final approval rests solely with the Board of Education.
- FSC members will be allowed to sample food at no cost to that member.

Program Overview

Building	Number of staff
Abbey Lane	4
Division	11
East Broadway	5
Gardiners Avenue	4
Lee Road	3
Northside	4
Summit Lane	4
Salk	8
Wisdom Lane	10
Mac Arthur	9
Driver	1
Total	63

Program Overview

School Lunch Sales

Breakfast

Year	Free	Reduced	Paid	Total
2012-2013	1,343.00	714.00	2,364.00	4,421.00
2013-2014	1,929.00	514.00	2,044.00	4,487.00
2014-2015	1,863.00	396.00	2,122.00	4,381.00

Lunch

Year	Free	Reduced	Paid	Total
2012-2013	37,295.00	20,655.00	157,710.00	215,660.00
2013-2014	45,330.00	20,491.00	173,154.00	238,975.00
2014-2015	47,491.00	19,212.00	159,018.00	225,721.00

Program Improvements

- Retraining of team members – customer service, recipe adherence, scratch cooking (i.e.-sloppy Joe's, beef taco's, calzones, meatloaf, lasagna, etc), Batch cooking to ensure fresh product.
- Fresh baked Muffin & Cinnamon Roll program.
- Safety – daily safety briefs.

Equipment upgrades needed to enhance program

- Serving lines – Gardiners Ave & East Broadway (elementary schools)
- Wisdom – requires a refrigeration for bakers rack storage
- Combi ovens at the middle and elementary schools. More efficient cooking, greater flexibility, easier and better tasting food.
- Electrical upgrades review as part of the Building Condition Survey

Program Changes going forward

- Change of Chicken nuggets in secondary schools
- Continue product sampling throughout district
- Breakfast carts – secondary schools
- Dollar Day Promo during the first week in March – to create breakfast (\$.25) and lunch (\$1.00) awareness.

USDA Regulatory Changes During the 2014-2015 School Year

- Sodium content
- Smart snacks
- 100% whole grain
- Can't sell a second complete meal.
- If it is on menu you can sell it.

Update on NYS Administrative Review

- Process:
 - The review was February 4th and 5th
 - Representatives from Albany interview district employees
 - They will observe a breakfast and lunch
 - Review free and reduced lunch applications (450 were selected by state)

Update on NYS Administrative Review

- Process:
 - HMB Consultants reviewed operations on January 13 and January 30 and provided detailed reports
 - Focused on items for administrative review

Update on NYS Administrative Review

- Compliments:
 - We received compliments on the quality and presentation of the food.
 - Significantly better than last audit.
 - Good signage and display plates.
 - Asked if they can adopt Mrs. Volpe's filing system for Free & Reduced Lunch Application.
 - They auditors remarked that our staff was content and friendly and doing a great job.
- Findings:
 - At the elementary level the requirement is for one grain (one slice) per day and 8 per week. The production record which guides the cooks in preparation only indicated one slice, but the offering was two. Therefore the production record was updated that day.
 - Out of 450 free & reduced lunch applications, 3 were missing and three misread.
 - We have to update our forms with a revised discrimination statement.

We will receive a written report in the next few weeks.

USDA School Nutrition and Meal Cost Study (SNMCS)

- Purpose:
 - The Study will examine the food and nutrient content of school meals.
 - First study after the major changes
 - First to explore nutrition and costs on a national scale
 - They will focus on Division, Salk, Wisdom and East Broadway

Financial Information

- The School Lunch Fund is separate and apart from the General Fund.
- It has been self-sufficient for the last four years.

Financial Information

Revenue	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Sales	1,578,192	1,541,990	1,647,139	1,719,347	1,676,023	1,701,599	
Reimbursements	439,837	505,050	536,883	607,416	640,680	686,483	
Surplus Food	179,275	198,978	135,104	151,287	172,150	168,961	
Total Revenue	2,197,304	2,246,018	2,319,126	2,478,050	2,488,853	2,557,043	-
Expenses	2,391,322	2,246,135	2,216,854	2,291,780	2,255,865	2,396,901	
Profit/Loss	(194,018)	(117)	102,272	186,270	232,988	160,142	-
Ending Fund Balance	307,430	307,314	409,586	595,856	828,844	988,986	
	√	√	√	√	√	√	
Lunch Prices							
Elementary	1.65	2.00	2.10	2.35	2.35	2.35	2.45
Secondary	1.85	2.25	2.35	2.50	2.60	2.60	2.70

There is a revenue guarantee of \$150,000 for the 2014-2015 school year.



Questions?