

**PALESTINE INDEPENDENT SCHOOL DISTRICT
1007 E. PARK AVENUE
PALESTINE, TEXAS 75801**

OFFICIAL COMMUNICATION

Date: February 14, 2019
To: Board of Trustees
From: David Atkeisson, Director of Business Services / CFO
Subject: Set Adult Lunch Price

In preparing for our upcoming Food Service audit, we have discovered that we are required to raise our adult lunch price by 15 cents from \$3.35/meal to \$3.50/meal. This change will ensure that we are in regulatory compliance.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David Atkeisson", written in a cursive style.

David Atkeisson
Director of Business Services/CFO

Adult Meal Calculator Worksheet

This worksheet provides the information needed to calculate adult meal prices using both approved methods. Choose the method of calculation (see the *Administrator's Reference Manual, Section 15, Meal Pricing* for additional information on which method to use). If the rate applies, record the rate in the *Amount CE Receives* cell. If using Method 1, record the local student paid charge in the designated *Local Student Paid Charge* cell. If using Excel, this worksheet will automatically calculate the amounts in the *Minimum Adult Charge* and *Total Federal Funds* cells. All amounts are carried to 4 digits and must be rounded up when determining the adult meal price. Non-pricing programs must always use Method 2.

Use the applicable rates for the school year when the adult meal prices will apply.

Method 1 Lunch	
Federal Funds/Reimbursement Rate	Amount CE Receives
Paid Reimbursement Rate	\$ 0.31
Performance-Based Reimbursement	\$ 0.06
Severe Need Lunch Rate	\$ 0.02
USDA Foods Rate	\$ 0.35
Total Federal Funds Received	\$ 0.74
Highest Local Student Price Charged	\$ 2.70
Minimum Adult Charge	\$ 3.44

Method 1 Breakfast	
Federal Funds/Reimbursement Rate	Amount CE Receives
Paid Reimbursement Rate	\$ 0.31
Severe Need Breakfast Rate+D1	\$ 0.35
Total Federal Funds Received	\$ 0.66
Highest Local Student Price Charged	\$ 1.35
Minimum Adult Breakfast Charge	\$ 2.01

Method 2 Lunch	
Federal Funds/Reimbursement Rate	Amount CE Receives
Free Reimbursement Rate	
Performance-Based Reimbursement	
Severe Need Lunch Rate	
USDA Foods Rate	
Total Federal Funds Received	\$ -
Minimum Adult Charge	\$ -

Method 2 Breakfast	
Federal Funds/Reimbursement Rate	Amount CE Receives
Free Reimbursement Rate	
Severe Need Breakfast Rate	
Total Federal Funds Received	\$ -
Minimum Adult Breakfast Charge	\$ -