

Lyon County School District Board Memo

Date: May 27, 2025

To: Board of School Trustees

From: Harman Bains, Executive Director of Operations

Re: Nutrition Services Chartwells 5-year Renewal

Recommendation:

That the Board of Trustees approve the 5-year contract with Chartwells as Lyon County School District (LCSD) food service management company (FSMC).

Background Information:

On February 3, 2025, LCSD released a new request for proposal (RFP) for food service management company (FSMC) services to manage LCSD Nutrition Services. A mandatory pre-proposal conference date was set for February 14, 2025, with a proposal due date of March 13, 2025. Initial review of all proposals was done by LCSD Executive Director of Operations and Chief Financial Officer with a final interview and recommendation to the board made by District Leadership and several Board Trustees.

LCSD has been partnered with Chartwells since the 2020 school year when it shifted from a self-operated program to a food service management company operated.

Chartwells will bring on an onsite Nutrition Director along with an Assistant Director. They will also be hiring, as Chartwell employees, all current and future vacated positions. All current LCSD food service employees will remain employees of LCSD. Current LCSD employees will have the choice of switching over to Chartwells if they choose but will not be obligated to do so by the district. Chartwells Nutrition Director and Assistant Director, on behalf of LCSD, will be directing and supervising all food service employees.

Bringing Chartwells on board as the Lyon County School District's (LCSD) food service management partner presents several opportunities to enhance the quality, efficiency, and appeal of our nutrition program. A few key benefits of this partnership being:

Purchasing Power

As the world's largest food service company, Chartwells possesses extensive purchasing power. This scale enables them to negotiate favorable pricing on high-quality food products. For LCSD, this translates into healthier, fresher, and more diverse food offerings for students without additional financial strain on district resources. The cost savings can be redirected toward improving other aspects of the nutrition program.

Expanded Access to Professional Expertise

Through Chartwells, LCSD gains access to a national talent pool, ensuring the placement of a highly qualified Nutrition Director with over five years of successful experience in K–12 food service operations. This

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individual will be supported by a comprehensive team that includes an Assistant Director, District Manager, a registered dietitian, a regional chef, and a marketing manager. This professional support network ensures continuous improvement in nutritional standards, culinary innovation, and operational excellence.

Employee Recognition and Advancement

Chartwells invests annually in employee recognition programs and celebrations that honor team achievements. Importantly, all food service employees, whether employed by LCSD or Chartwells, will be eligible for recognition and scholarship opportunities, promoting morale and professional development.

Comprehensive Program Marketing and Engagement

Chartwells brings a marketing strategy to enhance the cafeteria environment. This includes updated signage, age-appropriate programming, and visually engaging materials tailored to the school community. Additionally, regular surveys will be conducted among students, staff, and community members to ensure that menus and marketing efforts align with their preferences and expectations.

Culinary Innovation and Equipment Investment

In the first year of the partnership, Chartwells will invest in new kitchen equipment to support the implementation of scratch and batch cooking methods. These culinary practices will elevate the taste, freshness, and nutritional value of meals served to LCSD students. Furthermore, Chartwells has earmarked funds for additional improvements in years two and three. These future investments will be collaboratively determined with LCSD leadership to ensure alignment with district goals.

Compliance, Safety, and Accountability

Chartwells ensures full compliance with all USDA, state, and local food service regulations. Their structured training and safety protocols help minimize risk and ensure consistent quality. In addition, Chartwells provides detailed performance reporting, financial transparency, and regular program evaluations to maintain accountability and foster continuous improvement.

Community and Student Engagement

Chartwells places strong emphasis on creating a positive dining experience that fosters lifelong healthy eating habits. Through student engagement initiatives, nutrition education, and community events, the program will be a dynamic part of the school culture. Menu development will be a collaborative process involving taste tests and feedback sessions with LCSD stakeholders. Importantly, any menu changes will require LCSD's formal approval, ensuring local control and responsiveness to student needs.

Budget Considerations

Page 12, Pricing Terms, D.; Page 38, Schedule of Terms for the FSMC Guarantee.

“Guarantee Subsidy. The FSMC guarantees that the bottom line of the operational financial report (exclusive of the cost of equipment repairs, maintenance, replacements, and smallware’s) for the 2025-2026 school year will reflect a loss no greater than \$250,000. If the actual bottom line (exclusive of the cost of equipment repairs, maintenance, replacements, and smallware’s) reflects a loss greater than this amount, the FSMC will pay to the SFA the difference between the actual and the guaranteed amount, but in no event shall the reimbursement obligation exceed \$250,000. The Guaranteed Subsidy and the FSMC’s reimbursement obligation are based on the following conditions and assumptions. The Guaranteed Subsidy to the SFA shall be reduced to account for increased cost or loss of revenue by FSMC if the following conditions are not met during the school year

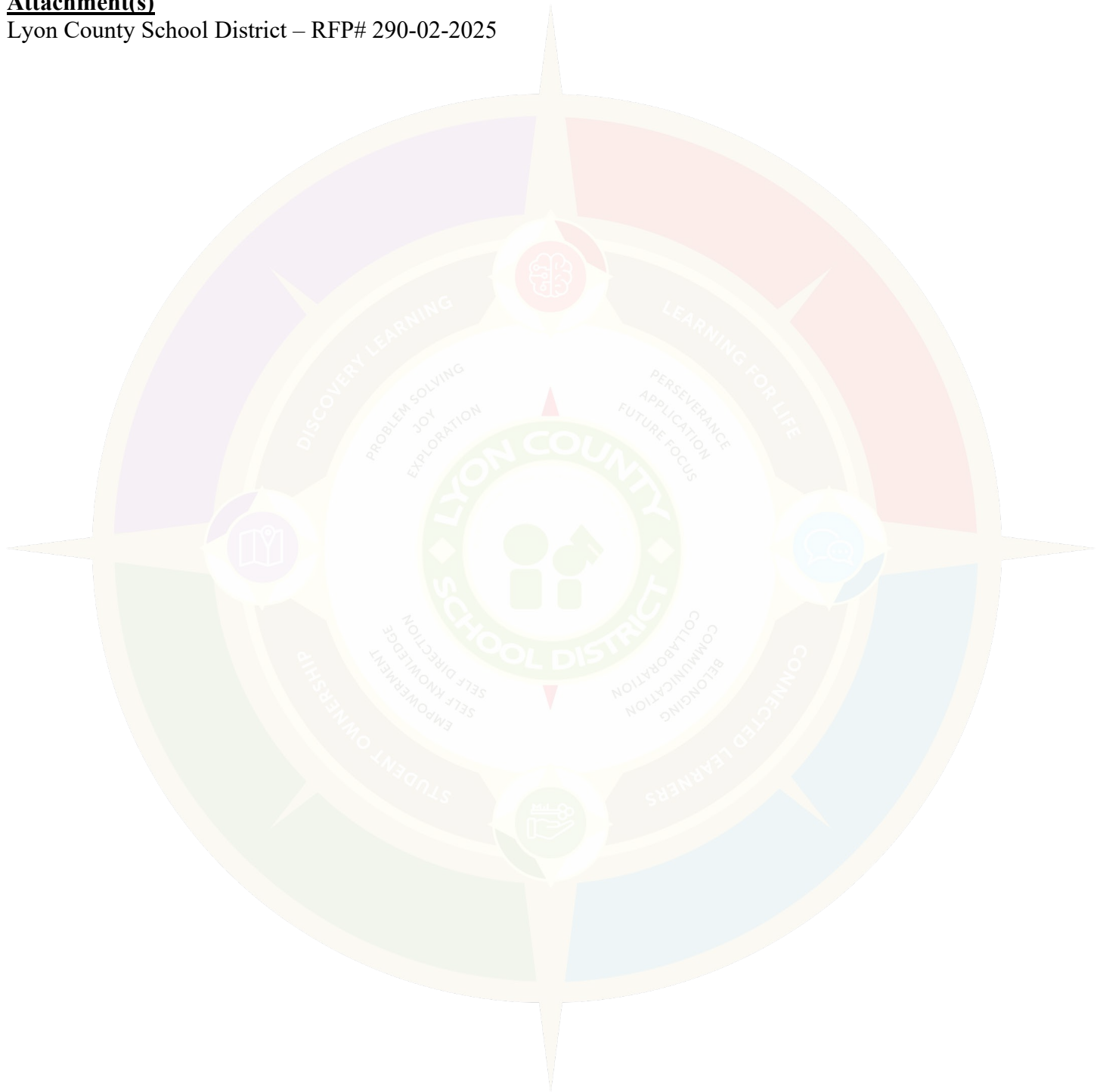
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Discussed at Previous Meeting

April 2025

Attachment(s)

Lyon County School District – RFP# 290-02-2025



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