

A REVIEW OF FOUR MINNESOTA SCHOOLS THAT HAVE IMPLEMENTED A CLOSED CAMPUS LUNCH

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General Questions Addressed

1. School demographics and lunch configuration
2. Reasons for moving to closed campus
3. Staffing changes to provide adequate supervision
4. Parent and Business input
5. Expenditures for new equipment and changes to the way in which lunch is delivered
6. Amount of time and planning before implementation
7. Successes and pitfalls



Fergus Falls

1. School demographics and lunch configuration
 - 9-12
 - Roughly 200 per class, 800 total students
 - 2 lunch periods serving about 400 students
 - 30 minute lunch periods
 - Fully closed campus



Fergus Falls

2. Reasons for moving to closed campus
 - According to Principal Dean Monke, "Safety concerns were by far the #1 reason for moving to a closed campus lunch."
 - Wellness and healthy choices
 - New building allowed for an easier transition for students and kitchen.



Fergus Falls

3. Staffing changes to provide adequate supervision
 - No lunchroom staffing increase for monitoring behavior.
 - An increase in two part time kitchen staff
 - Parking lot enforcement was increased, allocating one hall monitor at the door and one in the lot during lunch periods.



Fergus Falls

4. Parent and Business input
 - Letter was sent home to parents informing them of the change in lunch policy.
 - Multiple public meetings
 - Businesses were invited to provide plans for providing lunch options in the lunchroom.
 - No pushback by parents or businesses



Fergus Falls

5. Expenditures for new equipment and changes to the way in which lunch is delivered

- Outside vendors: Taco Johns provides the product which is then prepared by kitchen staff. Pizza Vendors bring in pre-cooked pizza.
- Lunch was running in the red before closed lunch, after implementation they have been in the black.



Fergus Falls

6. Amount of time and planning before implementation

- 1 ½ years before the new building opened
- Multiple meeting with students, staff, parents, business interests, building architects, and kitchen managers.
- "Constant frontloading with our kids"



Fergus Falls

7. Successes and pitfalls

- Implementing change in conjunction with move to new school made it easier.
- Giving kids 1 ½ years heads up desensitized them the change.
- Lunch program has a more consistent idea of services needed.
- Food service making money and able to pay for new equipment and lunchroom needs.
- All 400 students are through lines in 11 minutes.
- Pitfall: None



Brainerd

1. School demographics and lunch configuration

- North Campus: 10-12
- 1,500 students / 750 per lunch
- 2 lunch periods
- 30 minute lunch periods
- Modified: Seniors in good standing
- Has been closed for 4 years



Brainerd

2. Reasons for moving to closed campus

- Security of building
- Reduction in students tardy and absent to class
- Safety (kids out of building)
- Poor choices in community
- Drug use, and drugs coming in to school.



Brainerd

3. Staffing changes to provide adequate supervision

- One security officer at door
- Added kitchen staff
- Counselors time to determine good standing for seniors.



Brainerd

4. Parent and Business input

- Utilized parent advisory groups
- Met with local businesses proactively
- No real pushback from parents or businesses



Brainerd

5. Expenditures for new equipment and changes to the way in which lunch is delivered

- No Change to lunch configuration.
- updates in kitchen equipment unknown by Assistant Principal Nate Merseth.



Brainerd

6. Amount of time and planning before implementation

- 1 full year
- Meeting involving: parents, parent groups, and businesses.
- Frontloading students on policy
- Open Hour Card



Brainerd

7. Successes and pitfalls

- Open hour pass serves as a positive tool
- Less ISS/OSS
- Fewer safety issues with longer time for lunch.
- Cleaner school
- Improved climate
- Pitfall: None



Brainerd

Open Hour Card:

- Seniors in good standing: Based on credit check are eligible to have an open hour.
- Contract must be signed by parent and student
- If all conditions are not met in can be taken away. (Senior Privilege Contract)
- It is very similar to late arrival and early dismissal in ISD#709.



Bemidji

1. School demographics and lunch configuration

- 9-12
- 1,400 students and growing
- 52% free and reduced
- 3 lunches but moving to 4
- Currently 450 per lunch period/ 500 chairs
- 25 minute lunch period
- Fully closed
- Closed campus sense 2001



Bemidji

2. Reasons for moving to closed campus

According to Principal Brian Stefanich:

- Safety
- Rural setting: about 5 miles from town
- Decrease in students who are tardy and absent
- Moved into a new building in 2001



Bemidji

3. Staffing changes to provide adequate supervision

- The following **13 employees** are needed to monitor the lunchroom:
- 2 counselors, 1 principal, 2 A.P.s, 2 Indian Education, 1 school social worker, 1 resource officer, 1 A.D., 2 hall monitors, and 1 parking lot monitor



Bemidji

4. Parent and Business input

- Business was invited in to subcontract as additional food provider.
- Subway currently rents space for \$200 per month plus 10% of sales.
- Parents were notified of change as part of building plans.



Bemidji

5. Expenditures for new equipment and changes to the way in which lunch is delivered

- Equipment was all installed with original build.
- 5 stations needed for payment
- Staff increase in kitchen to 10, 6 of whom are 4 hours per day. Only used for delivery and cleanup.
- New picnic tables for outdoor space.
- Added students keeps kitchen self sustaining



Bemidji

6. Amount of time and planning before implementation

According to kitchen manager Marlene Webb:

- 2 full years
- Site visits to: Circle Pines, Cambridge, Maple Grove, and Osseo.
- Food surveys were given to all students.
- Community gardens planned by students.



Bemidji

7. Successes and pitfalls

- 9 separate lines giving kids a lot of options
- Very consistent consumption of food leading to less waste and more profitable kitchen.
- School gardens are integrated into the lunch program. (4 gardens on site)
- 12 minutes average to serve all students.
- Pitfall: some animosity by kitchen staff towards external provider. (Subway)



Pelican Rapids

1. School demographics and lunch configuration

- 7-12
- 435 students
- 2 lunch periods: 7-9 and 10-12
- 30 minute lunch period
- Modified: Open to seniors who abide by contract stipulations.
- Senior Privileges: (only 4th term) see contract



Pelican Rapids

2. Reasons for moving to closed campus

- Attendance
- Safety
- Business complaints about theft and behavior issues



Pelican Rapids

3. Staffing changes to provide adequate supervision

- Same staffing as before
- 2 Assistant Principals
- 1 Para in lunchroom
- 1 Para at doors



Pelican Rapids

4. Parent and Business input

- Open meeting with businesses
- Local Subway had concerns. They were given the green light to subcontract in the school. They have declined due to stricter state law.
- Regular news letter communication with parents.



Pelican Rapids

5. Expenditures for new equipment and changes to the way in which lunch is delivered

- School purchased 4 microwaves for student use.
- Initial startup costs incurred by adding 2 lunch lines.

(Went from 1 line/choice to 3 lines/choices)



Pelican Rapids

6. Amount of time and planning before implementation

- 1st implementation was a 1 month trial basis
- Planning started for implementation in July of 2011 for the 2011-2012 school year.
- After 1 month open lunch was reinstated due to student and parent pushback.
- Second effort started in October of 2011 and later with a work session on closed lunch with staff in the spring of 2012.
- Closed Campus was fully implemented at the start of the 2012-2013 school year.



Pelican Rapids

7. Successes and pitfalls

- Modified open lunch for senior class gives administration significant leverage.
- The number of tardy/absent students has decreased over the periods after lunch.
(see attendance comparison pre and post implementation of closed campus)
- Cleaner school
- Pitfall: Not enough planning with initial attempt.
- Pitfall: Trial basis was a failure waiting to happen.



Pelican Rapids

Tardy	11-12	12-13	difference
5 th hour	783	488	-295 or 37%-
6 th hour	484	252	-232 or 47%-
7 th hour	248	255	+7 or 3%+
8 th hour	518	351	-167 or 32%-



Pelican Rapids

Unx Abs	11-12	12-13	difference
5 th hour	546	371	-175 or 32%-
6 th hour	487	280	-207 or 42%-
7 th hour	509	333	-176 or 34%-
8 th hour	843	503	-340 or 40%-

Common Themes

- lengthy and involved process. (1 to 2 years)
- Include all stakeholders
- Increase in choice and in healthy options
- Staff (especially non-teachers) get to know kids
- Increased consistency in food service funds
- Less waste
- Improved school climate
- Reduction in students who are tardy or absent
- Modified closed campus increases leverage without use of ISS/OSS/Sat. School
- Community relations improved
- Decreased drug use
- Safety increased

Pelican Rapids Senior High School
Open Lunch Application
Seniors Only
2012-2013

Last Name

First Name

4th Hour Teacher

Seniors may apply for the open lunch privilege. Given limited lunch period time, students are urged to eat in the school cafeteria each day. However, the open lunch privilege is made available to seniors who apply for it and who are able to abide by the expectations associated with the open lunch privilege. Seniors participating in open lunch are responsible for knowing and understanding the guidelines.

Rules for the open lunch privilege:

1. Demonstrate excellent attendance and behavior.
2. Seniors with a fourth hour study hall are not allowed to leave during their study hall time. They may leave for open lunch only during their assigned lunch time.
3. Students who transport underclassman may lose their right to leave campus.
4. Seniors who transport seniors without open lunch privileges may lose their right to leave campus.
5. Students should eat lunch before returning to school. Food and beverages will not be allowed back in school.
6. Respect the school; do not litter or loiter in the building or on the surrounding grounds.
7. Behave in a respectable and courteous manner within the community.
- 8. Seniors must have this form on file before participating in open lunch. These forms will be accepted as early as Monday, March 18th. The first day any Senior is eligible for open lunch privileges is Wednesday, March 20th.**
9. Be safe. Drive safely.

The open lunch privilege may be revoked for failure to abide by these rules. Normal attendance policies will be enforced. Seniors are not entitled to the open lunch privilege; it is a privilege that may be revoked at any time for failure to follow the rules established above.

Student Agreement:

I have read and understand the rules listed above. I agree to abide by these rules.

Student Signature

Date

Parent or Guardian Permission Statement:

I have read and understand the qualifications and rules governing the open lunch policy. I hereby acknowledge that the School District will not be supervising or maintaining control over students who are off campus during the lunch period. I hereby agree that Independent School District 548 is not responsible for the conduct of students while off campus or for any injury that may be sustained by a student while off campus. I hereby waive any and all claims against Independent School District 548 arising out of any act or omission occurring while my student is off campus.

Parent/Guardian Signature

Date

Daytime telephone number of parent(s)/guardian(s): _____ - _____ - _____

This form must be returned to the main office prior to being allowed to leave during the lunch period

Senior Privilege Contract

Senior privileges allow the student to leave the building during open hours.

The following conditions must be maintained in order to continue senior privileges:

1. **Attendance:** all seniors must attend all homebase periods. Skipping homebase/ and classes will result in loss of senior privileges and ISS or suspension.
2. **Behavior:** any disruptive behavior in school, on school grounds, or off school grounds during open hours will result in loss of senior privileges. (Duration determined by the principal or dean of students.)
3. **ISS:** failure to serve ISS will result in loss of senior privileges until the time is fully served.
4. **Driving:** a senior exhibiting unsafe driving practices and or parking in a prohibited area on school grounds will have privileges revoked.
5. **Failure to follow the directions and requests** of the parking lot supervisor will result in revocation of senior privileges and your parking permit.
6. **Responsibility:** seniors who leave school grounds and take underclass students or seniors without privileges will have their own privileges revoked.
7. **Maintain adequate progress towards the 44 credits needed for graduation.**

Seniors, please remember that your first responsibility is to graduate. A parent or guardian may instruct the school to revoke senior privileges at any time during the year. In addition, school authorities reserve the right to revoke the senior privileges as necessary even though the offense may not be specifically stated in items 1-7.

Keep your senior open hour pass with you; remember that you are required to show this pass to any staff member if requested and to the parking lot supervisor any time you leave the lot. Replacement open hour passes are \$3!

SENIOR PRIVILEGES ARE NOT GRANTED UNTIL PERMISSION CONTRACTS ARE ON FILE IN THE HIGH SCHOOL OFFICE.

I agree to the condition of the senior privilege contract and give my permission for

to be allowed senior privileges.

Parent/Guardian Signature

Date _____

Phone Number

I agree to the conditions of the senior privileges contract and understand I will lose my senior privileges if I do not maintain these conditions.

Student Signature _____

Date _____

STUDENTS WITHOUT SENIOR PRIVILEGES WILL NOT BE ALLOWED TO LEAVE THE GROUNDS DURING THE DAY UNLESS THEY HAVE A SIGNED PASS FROM THE ATTENDANCE OFFICE.

Pelican Rapids High School Attendance

<u>Month</u>	<u>Tardies</u>		<u>Unexcused Absences</u>	
	<i>2010-11</i>	<i>2011-12</i>	<i>2010-11</i>	<i>2011-12</i>
September	582	370	405	71
October	944	420	424	299
November	535	382	392	321
December	426	484	403	257
January	483	484	551	586
February	466	554	495	559
March	588	636	898	580
April	692	653	705	503
May	662	344	757	325

<u>Period</u>	<u>Tardies</u>		<u>Unexcused Absences</u>	
	<i>2010-11</i>	<i>2011-12</i>	<i>2010-11</i>	<i>2011-12</i>
1	1,591	1,294	985	671
2	486	543	479	381
3	304	491	715	473
4	614	662	496	490
5	783	488	546	371
6	484	252	487	280
7	248	255	509	333
8	518	351	843	503