

Food Service Report

February 2018

Howdy All,

We had a very busy February and it was a mentally draining month. We started the month by finishing the paper work for the review from the state. The state showed up on the 12th and finished on the 13th with the review. I would say that overall the review went quite well. We did not have any findings with the menus or the servings with our breakfast or lunch programs.

The findings that we did have (nine of them) were to do with office paper work and training. The findings were: dealing with applications that were not filled out correctly because they did not have the last four of their social security numbers on them; two applications that did not have the correct number of household members; and one application that did not show a dollar amount of income earned. All of these were taken care of while they were here.

The next finding was for an application that was verified incorrectly. We verified their income during the verification period and changed them from free to reduced. They should have been changed to denied which puts them as a paid student.

We had to have Dr. Cox take the civil rights training because he is the hearing official if we have a civil rights complaint filed. This was done before the February 28th due date.

We had two findings that had to do with our financial reports. Michelle and Sandra had to move all the Fruit and Vegetable Grant reports to fund 290 section. Michelle and I had to explain some of the indirect and direct expenses and how they are applied.

There is a non-program revenue tool that the USDA has us fill out that lets us know if we are selling our food items at the correct percentage. I am glad to say that we are in compliance with our food pricing for both breakfast and lunch. This tool is the USDA's way of making sure that the food service departments know what their food costs are per meal. I had the tool completed for lunch but I had to do one also for breakfast. This was a finding that has been taken care of.

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I had to complete my food safety online training. I had started it but had not completed it by time the review was done. It is now complete. I have asked all of our kitchen managers to complete this online course. This online course is through the Institute of Child Nutrition and is an 8-hour course.

The last finding was for onsite monitoring that we do every year to make sure that our POS systems are correctly showing the student status and that we are serving the correct amount of food to each student. I thought that I had them all done, but I had missed some of the lunch reviews. I had to complete them before February 28th.

Claims:

- Breakfast numbers for February were 26,916 in 2018 and 29,817 for 2017. We had 16 days in 2018 and 14 days in 2017. We have some work to do to try and get the students to come and eat breakfast. Most students do not get to school early enough to come and eat. We have been trying lots of new breakfast items but need to find a more convenient way to serve breakfast like in the hallways with a grab and go.
- Lunch numbers for 2018 were 40,974 and for 2017 were 36,337. We did have 2 days more of school in 2018 but we also had 750 less lunches on the 21st compared to the 20th because of students not being in school due to the online threats.
- Our reimbursement is \$133,956.60 for 2017 and \$142,127.43 for 2018.

Projects:

- We are moving forward with the Minico project. The loading dock has been taken down and is being framed so that it can be widened to accommodate the new freezer box. Not real sure about the progress on the warehouse.