

# COMMITTEE OF THE WHOLE MEETING

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MARCH 8,2004

#### MILLARD PUBLIC SCHOOLS

#### BOARD MEETING NOTICE

The Board of Education will meet on Monday, March 8, 2004, at 7:00 p.m. at the Don Stroh Administration Center, 5606 South 147th Street.

Public Comments on agenda items - <u>This is the proper time for public questions and comments on agenda items only.</u> Please make sure a request form is given to the Board Vice-President before the meeting begins.

#### AGENDA

- 1. Budget Projections
- 2. Preschool Report
- **3.** Food Service Update

Enclosure E.5. March 15,2004

Minutes Committee of the Whole March 8,2004

The members of the Board of Education met for a **Committee** Meeting on Monday, March 8,2004 at 7 p.m. at the Don **Stroh** Administration Center, 5606 South 147th Street. The topics discussed were preschool, budget and food service.

PRESENT: Mike Pate, Linda Poole, Brad Burwell, Julie Johnson and Mike

Kennedy.

ABSENT: Jean Stothert

Others in attendance were Keith Lutz, Ken Fossen, Carol Newton, and other administrators.

Ken Fossen started the discussion with review of the tax levy history by bond fund, building **fund** and general fund. He also **included** the history and estimated calculations of the revenue sources, expenditure increases, and valuation increases. The legislature will **adjourn** on April 15,2004, and at that time the district will know more in regards to what the finances will look like.

The program multi-level budgets are due by Friday, March 12,2004. The district budget team will be meeting on April 8 to prioritize **the** budgets that have been submitted. A budget retreat has been scheduled for April 12,2004, at which time the board will be presented with those priorities set by the district budget team.

There was a discussion of the likelihood of a bond issue. It will be important to tell the community what is needed, and then if it doesn't pass there will be corresponding consequences. Items that would need to come **from** a bond issue would be a second elementary building, the technology plan, which has been presented to the board, and there are several high school building issues to look at. Contained in the Strategic Plan are alternative education issues, but first it will be necessary to know what the programs will look like before the design of a building can be done. Probably the soonest there would be a bond issue would be at least a year or year and one-half away.

Carol Newton reviewed the preschool programs and the impact on the district budget and facilities. The current Montessori Preschool Programs and a portion of the District Parent-Pay/Title I Preschool Programs collect tuition, paid by parents, to fund these programs. The tuition dollars collected impact the General Fund budget, dollar-for-dollar. The report provided information on each district early childhood program for children below age 5 and the dollars generated by funding source. Also included are possible options to modify the program to decrease the General Fund impact. Space

required for these programs, their location in district buildings, and needs of the children are also factors to be considered.

Jim Stilwell, ARAMARK representative, gave the Food Service Update. The February numbers hit the targets anticipated, and all meals are above what was forecast. The staff has been an integral part in helping to refine the program at each of the buildings.

A pilot **program,** which will begin on April 5,2004, will offer breakfast at five elementary buildings, three middle schools and one high school, To start **off,** the breakfast will consist of cereal, muffins, bagels, and one day there will be a hot breakfast. This will allow time for the food service department to get a feel for the market, and see what demand there will be in offering this program.

To explain the new program, Mr. Stilwell, will be a presenter at the next Business Advisory meeting, and at the Communications Advisory Committee. Mr. Stilwell is planning to have a grand opening where the media will be invited.

Linda Poole adjourned the meeting.

#### AGENDA SUMMARY SHEET

AGENDA ITEM: Preschool Programs - Impact on the District Budget and Facilities

MEETING DATE: March 8,2004

**DEPAIRTMENT:** Educational Services

TITLE AND BRIEF DESCRIPTION: Preschool Program – Impact on the District Budget and Facilities

The current Montessori Preschool Programs and District Parent-Pay/Title I Preschool Programs collect tuition, paid by parents, to fund these programs. The tuition dollars collected impact the General Fund budget, dollar-for-dollar. This report provides information on each district early childhood program for children below age 5 and the dollars generated by funding source. Also included are possible options to modify the programs to decrease the General Fund impact. Space required for these programs, their location in district buildings, and needs of the children are also factors to be considered.

#### ACTION DESIRED: Informational X

BACKGROUND: See attachments

Page one of this report shows each program, funding sources, and impact to the General Fund or Fund 50. The following pages provide more specific information on each program.

OPTIONS AND ALTERNATIVES CONSIDERED: none

RECOMMENDATIONS: N/A

STRATEGIC PLAN REFERENCE: Former Early Childhood Strategy

IMPLICATIONS OF ADOPTION OR REJECTION: N/A

TIMELINE: N/A

RESPONSIBLE **PERSON(S):** Dr. Carol Newton

ASSOCIATE SUPERINTENDENT'S APPROVAL Marsha Bruckner

SUPERINTENDENT'S APPROVAL;

#### Preschool Programs - Impact on the District Budget and Facilities

#### Financial Overview for the 2003-04 School Year

Program	Funds from Grants	Parent Tuition	Other Sources	Impact General Fund
Early Start	\$75,500	\$0	\$16,000 - HeadStart	\$16,000 - HeadStart
Title I/Parent Pay	\$268,158 - Title ■	\$66,986	\$0	\$66,986 - Parent Tuition
Montclair Montessori	\$0	\$142,044	\$0	\$142,044 - Parent Tuition
Montclair Montessori Before/After Care	\$0	\$146,078 flow through Foundation to Fund 50	\$0	\$0
Morris Montessori	\$3,384 - Title I	\$64,359	\$0	\$64,359 - Parent Tuition
Morris Montessori Before/After Care	\$0	\$7,478 flow through Foundation to Fund 50	\$0	\$0
Montessori Summer Program – Montclair	\$0	\$39,720 Fund 50	\$0	\$0
Partners With Providers	\$53,103	\$0	\$0	\$0
Family Resource Center	\$49,018	\$0	\$2,635 membership fees	\$2,635 - Membership fees
Totals	\$449,163	\$423,945 Best Estimate	\$18,635	\$292,024" Best Estimate

<sup>\*</sup>There are 30 3-year-olds, combining Montclair & Morris Montessori. They generate \$72,954.00 that impacts the General Fund.

#### Possible Options to reduce General Fund impact:

- 1. Collaborate with the Millard Public Schools Foundation to collect parent-pay tuition funds for both preschool programs and return the funds to the district through Fund 50 to pay expenses. This would reduce the General Fund impact to \$0, but could raise auditor interest in Fund 50.
- 2. Collaborate with the Millard Public Schools Foundation to design a Montessori and District Early Childhood Grant. Each year the programs would submit a budget for additional funds needed for the program. The Foundation would place the collected tuition into the grant. The approved grant requests would be administered to the district throughout the year. Excess dollars collected would be retained by the Foundation. This would reduce the General Fund impact to \$0.
- 3. Eliminate the 3-year-olds from the Montessori Program would reduce General Fund impact by \$72,954, leaving \$219,070 as impact.
- 4. Eliminate parent-pay from the District Preschool Program. Reduce General Fund impact by \$64,359, leaving \$227,665 as impact.
- 5. Eliminate all parent-pay preschool programs, leaving only the Title I portion of preschool in operation, reduces impact to \$0 and may eliminate other current Title school age programs.



Early Start - NDE Grant/Headstart Collaborative - 8<sup>th</sup> year

Program Specifics	Students	Staff	Funding Source	Amount
Eligibility - poverty to reduced lunch	16	1.0 FTE Early Childhood Tchr	NDE Grant	\$40,000
rate		0.3 FTE Family Specialist	Flex Funds - school age	\$20,000
One decrees at Cody is used		0.5 FTE Family Specialist	riex i unus - school age	\$20,000
One classroom at Cody is used.		2.0 ETE Paraprofossionals	Flex Funds - below age 5	\$ 4,000
All will attach delinders about in O4/OF		2.0 FTE Paraprofessionals *one meets Title I highly qualified,	riex ruitus - below age 3	<b>β 7,000</b>
All will attend kindergarten in 04/05			Title I – Part A	\$11,500
Toward the Constitution of Louisian		the other will meet by 6/04	Title 1 – Part A	\$11,500
Transportation for subsidized housing		*will meet Rule 11 criteria 8/2004	Llandatart	¢16 000*
March III est			Headstart	\$16,000*
Monday thru Friday				
9 a.m. – 2:15 p.m.				
_ , , , , , , , ,				
Food – breakfast and lunch				
Elementary school calendar				
4 Family Education Meetings provide				
opportunity for families to learn games and				
strategies to use at home to support literacy				
and math.				
Monthly field trips				
Preschool curriculum/enablers aligned with				
Kindergarten program				
Focus: literacy, language, social skills, math				
Parent/Teacher Conferences				
NAEYC Accreditation				

<sup>\*</sup> Dollar amount impacts General Fund - \$16,000

Title ■ / Parent Pay Preschools = 1 <sup>st</sup> y Program Specifics	Students	Staff	Funding Source	Amount
New sites/sessions/space used	New sites	4.3 FTE Certified Early Childhood	Title I – pays tchrs	\$193,438.00
Bryan – 2 half-day sessions/1 classroom*	63 Title I	Tchrs		+ 74 700 00
Holling – 2 half-day sessions/1 classroom*	16 Tuition		Title I – materials, field	\$ 74,720.00
Morton – 2 half-day sessions/1 classroom*		1.0 FTE Certified Provisional	trips, tech.	
		EarlyChildhood Tchr	Parent tuition	Expenses paid by
Former sites/sessions/space used	Former sites	52 FTF Devenuelessional	\$ 68,850.00*	tuition
Disney – a.m./2 sessions/1 classroom**	76 Title I	5.3 FTE Paraprofessional *meet Title I highly qualified	\$ 00,030.00	\$ 66,986.00
Rockwell - a.m./2 sessions/portable**	82 Tuition	criteria		Ψ 00,300.00
Rockwell – p.m./1 session/portable**		*will meet Rule 11 criteria 8/04		
Neihardt – 4 sessions/1 classroom**		Will meet Rule 11 Chteria 6/04		
Title ■ eligible students (income, disadvantaged environment, below level	I			
literacy/language skills) or parent-pay				
*Options Monday thru Friday or M-W-F				
**Options M-W-F or T-Th				
9 – 11:30 a.m. or 12:45 – 3:15 p.m.				
All will attend kindergarten in 04/05				
Elementary school calendar				
Monthly field trips				
Monthly field trips				
Preschool curriculum/enablers aligned with				
Kindergarten program. Focus: literacy,				
language, social skills, math				
Parent/Teacher Conferences				
Family Nights are delegant to the				
Family Nights provide opportunity for				
families to learn games and strategies to use at home to support literacy and math.				
	1	1	1	1

\* Dollar amount impacts General Fund \* \$68,850.00
2002-2003 school year – total budget impacted by General Fund for \$124,200.00, 164 students, 3 sites, 2.3 FTE tchrs, 2.3 FTE paras.



Montclair Montessori Preschool/ DayCare - 9<sup>th</sup> year, started with Continuity Grant from NDE for 1994-97.

Program Specifics	Students	Staff	Funding Source	Amount
Preschool - Montclair - 5 classroom	27 fullday	0.5 FTE Teacher	Parent tuition	Expenses
spaces - includes 2 groups of K	18 ½ day	7.5 FTE Paraprofessionals	\$100,926.00 full time	\$21,220.00 tchr salary
students	3 scholarships		\$35,511.00 part time	\$108,225.00 para sal.
			\$5,607.00 scholarships	\$4,895.00 supplies
Eligibility - Parent choice and ability to	20 3-year-olds			\$7,750.00 misc.
pay (1 free/2 reduced)	33 4-year-olds			\$142,090.00 total
,	-		\$55,584.00 for 3's	
Option: full day or half day			\$86,460.00 for 4's	
Monday thru Friday				ı
Monday tind Friday			\$142,044.00* total	
Regular school hours			. ,	
Negulai School Hours				
Elementary school calendar				
Lierneritary School Caleridar				
Monthly field trips				
Monthly held trips				
Curriculum and skills are part of the Age 3-6	I			
Year Montessori Program				
Toda Montecoon Frogram				
Parent/Teacher Conferences			1	
raichty reaches Combronoco				
Before/After Care - operated by	Before/after	11.0 FTE Para - school days	Income	Expenses
Montessori Program, same rate as Kids'	22 K	6.0 FTE Para - non-school days	\$124,028.00 school day	\$ 85,620.00 salaries
Network, except Montessori accepts drop-in	14 1/2 preK	1.0FTE Childcare coordinator	\$12,300.00 non school	\$ 21,391.00 snacks
- usually on Wed.	28 drop in	1.0 FTE Spanish para	\$9,750.00 snacks	\$ 7,500.00 misc.
addaily off vvoa.	5 preK	The Trie Spanier para	\$ 5,7 00,100 0,100,100	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
1994/95 started, served preK-K, 1996/97	10 elem.		\$146,078.00 total	\$114,511.00 total
added school age ovetflow from Kids'	19 ½ elem.		to Fund 50 through	<b>*</b>
Network, 2001/02 collaborative with	10 72 001111		Foundation	
Foundation to district Fund 50	Non-School		. Canadan	
1 odridation to district 1 drid 50	30 full day			
Care provided 178 school days and 20 non-	5 ½ day			
Care provided 170 scribblidays and 20 HOTE				
school days. Breakfast and snack provided	2 free			

<sup>\*</sup>Dollar amount impacts General Fund - \$142,044.00

20032-03 preschools eligible for K this year – 44 students: 33 returned to Montessori K, 7 returned to neighborhood school, 3 moved out of state, 1 home schooled.



Norris Montessori Preschool/DayCare - 2<sup>nd</sup> year

Program Specifics	Students	Staff	Funding Source	Amount
Preschool Norris = 3 classroom spaces = includes 1 group of K students	21 ½ day 9 full day	0.5 FTE Teacher 2.4 FTE Paraprofessionals	Parent tuition \$30,456.00 full time	Expenses 0.5 FTE tchr salary
Eligibility - Parent choice and ability to pay (2 free)	10 3-year-olds 20 4-year-olds		\$32,148.00 part time \$ for 3's	2.4 FTE para salary supplies/misc \$64,359.00 total
Option: full day or half day Monday thru Friday			\$ for 4's	
Regular school hours			\$64,359.00* total	
Elementary school calendar			\$3,384.00 Title I for 2 students	
Monthly field trips			Students	
Curriculum and skills are part of the Age 3-6 Year Montessori Program	l			
Parent/Teacher Conferences				
Before/After Care – operated by Montessori Program, same rate as Kids' Network, except Montessori accepts drop-in - usually on Wed	2 – K students 6-8 preschool	0.7 FTE Paraprofessional	Income \$ 1,755.00 snacks \$5,723 all b/a care as of December 2003	Expenses So few students, income did not cover expenses.
Collaborative with Foundation to district Fund 50	I		\$7,478 to Fund 50 through Foundation	
Care provided 178 school days and 20 non- school days, breakfast and snack provided				

\*Dollar amount impacts General Fund - \$64,359.00
20032-03 preschools eligible for K this year – 20 students: 15 returned to Montessori K, 1 went to Montclair Montessori, 1 returned to neighborhood school, 2 out of district, 1 private school.



Montessori Summer Program - Montclair

Program Specifics	Students	Staff	Funding Source	Amount
Program- Parent choice & ability to	46 full time	1.2 FTE Teacher	Parent tuition	Expenses
pay.	10 half time	6 FTE Paraprofessionals	\$36m720 full time	\$11,250.00 tchr salary
45 day summer program for PreK-5			\$3,000.00 part time	\$21,600.00 para sal. \$1,606 supplies
Montessori students who are not able to get into Kids' Connection.			\$39,720.00 total through Fund 50	\$2,869.00 snack \$1,590.00 swim/trips \$38,915.00 total
Parents pay \$90/week for 1 <sup>st</sup> full time child, \$80/week for 2 <sup>nd</sup> full time child, \$50/week for ½ time child				\$60,010.00 total
Students from Norris Montessori may attend this summer program. Norris does not have a summer program.				
Summer program functions like district summer program through Fund 50.				

Partners with Provider (PWP) - 2<sup>nd</sup> year

Program Specifics	Students	Staff	Funding Source	Amount
Non-licensed daycare homes, within Title ■ school attendance	103 students 20 providers	<ol> <li>1.0 FTE Early Childhood Tchr and Parent As Teacher trained</li> </ol>	Flex Funds – below age 5	\$47,603
areas	providere	r district reastler training	Region 21	\$4,000
Teacher has 1 space at an Echo Hills cottage for materials and office			SW Kiwanis for student books to be taken home	\$1,500
Visits homes every 3 weeks during school year				
Demonstrates literacy strategies with children, instruction home provider, leaves books, games, materials, activities until next visit				
Parents of children receive information and activities to do at home				
Daycare providers receive membership to Family Resource Center				

Dollar amount impacts General Fund - \$0



Family Resource Center (FRC) - 2<sup>nd</sup> year

Family Resource Center (FRC)	<u> 2"" year                                     </u>			
Program Specifics	Students	Staff	Funding Source	Amount
Any Millard family is eligible for membership - \$15/6 months,	Millard families with children ages birth to 8-	1FTE Licensed Clinical Social Worker, LCSW	Flex Funds – school age	\$45,018
free/ reduced rates available	years – 315 members		Region 21	\$4,000
Social Worker has 1 space at an Echo Hills cottage for materials and office	Any Millard formily		Memberships \$2,635	\$2,635*
Includes: toy lending library, children's books, family activities, parenting books/videos, and make & take activities.	Any Millard family babysitter of young children			
Family Specialist assist many families through discussions and problem solving related to pertinent parenting issues and skills.				
Partnership with Family Services, providing CEU credits for daycare home providers. Partnership with Department of Health and Human Services to connect families in need of services to appropriate agencies.				
Family Specialist also supports the Early Start Program with home visits and promoting community services to families that support student education.	·			
Family Specialist also supports elementary principals, when schedule allows, with families in crisis or student truancy issues.				

<sup>\*</sup> Dollar amount impacts General Fund - \$2,635



#### AGENDA SUMMARY SHEET

**AGENDA ITEM:** Budget Projections

MEETING DATE: March 8,2004

**DEPARTMENT:** Business Office

TITLE AND BRIEF DESCRIPTION: Budget Projections

**ACTION DESIRED:** Information Only

**BACKGROUND:** 

**OPTIONS/ALTERNATIVE CONSIDERATIONS: NA** 

**RECOMMENDATIONS:** Information Only

STRATEGIC PLAN REFERENCE:

IMPLICATIONS OF ADOPTION OR REJECTION:

TIME LINE:

**PERSONS RESPONSIBLE:** Ken Fossen, J.D.

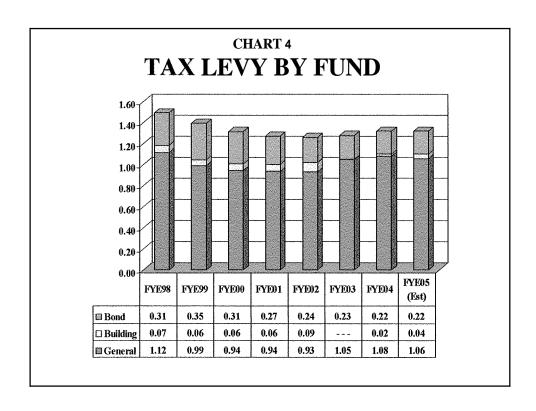
SUPERINTENDENT'S APPROVAL:

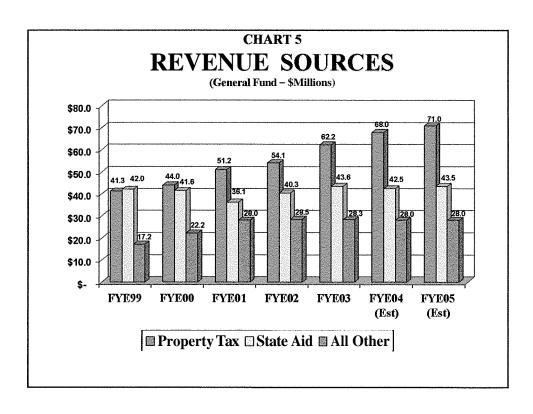
Millard Public Schools			
FY05 Program Budgeting			
Program Area: ALL			
			**************************************
	Salaries & Benefits	Non-Personnel	Total
Elementary School Programs	32,796,689.15	818,081.00	33,614,770.15
Middle School Programs	20,013,933.02	658,629.00	20,672,562.02
High School Programs	24,609,213.60	1,127,967.00	25,737,180.60
Governance	1,712,134.06		2,238,193.11
Educational Services	1,867,414.01	3,234,309.50	5,101,723.51
Business Services	1,1Z),961.84	136,854.00	1,258,815.84
Contractual Business Services	<del></del>	2,724,500.00	2,724,500.00
Technology	1,198,260.73	701,386.00	1,899,646.73
Special Education	15,170,917.80	3,111,395.00	18,282,312.80
FLEX Funding		702,644.00	702,644.00
Maintenance & Operations	6,647,801 <i>O</i> S	2,925,406.00	9,573,207.05
Transportation	32,260.80	21,114.00	53,374.80
Self Funded	1,998.17	320,052.00	322,050.17
Security	260,147.61	185,247.00	445,394.61
Utilities		1,238,892.00	1,238,892.00
Employee Contracted Obligations		5,050,226.00	5,050,226.00
Grants	•	3,681,917.00	3,681,917.00
Contingency	17,433.77	676,915.84	694,349.61
Strategic Plan		43,000.00	43,000.00
Interlocal	200,601.00	4,038,636.00	4,239,237.00
Total	105,650,766.61	31,923,230.39	137,573,997.00
EV05 D : (:	400 550 041 05	00 504 000 00	440 404 700 07
FY05 Projection	109,559,844.97	32,561,696,00	142,121,539.97
		Increase	4,547,543
		% Increase	3.31%

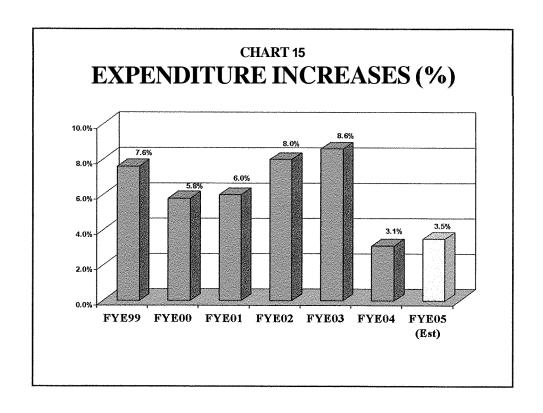
#### MILLARD PUBLIC SCHOOLS

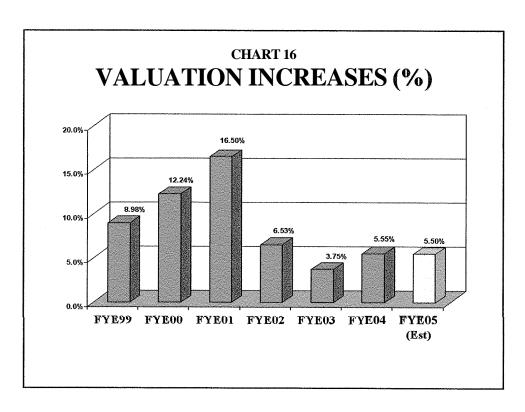
#### **GENERAL FUND**

<b>F</b>	% Chg	Year 1 <b>FYE04</b>	Year 2 <b>FYE05</b>	Year 3 <b>FYE06</b>	Year <b>4</b> <b>FYE07</b>	Year 5 <b>FYE08</b>	Year 6 <b>FYE09</b>	Year 7 <b>FYE10</b>
Expenses: Total Budget	3.5%	137.574	142.389	147.373	152.531	157.869	163.395	169.11357
Revenues: Property Tax State Aid	2.0%	68.900 42.473	70.916 43.473	75.030 44.342	79.301 <b>45.229</b>	83.735 46.134	88.338 47.057	93.116 47.998
Other Revenue	0.0%	28.000	28.000	28.000	28.000	28.000	28.000	28.000
Reserve Change		0.000	0.000	0.000	0.000	0.000	0.000	0.000
(Reserve - Begin) (Reserve - End)		26.957 <b>2</b> 6.957	26.957 <b>2</b> 6.957	26.957 <b>2</b> 6.957	26.957 26.957	26.957 26.957	26.957 26.957	26.957 26.957
Tax Levy: Valuation	5.5%	6,427.752	6,781.278	7,154.249	7,547.732		8,400.815	8,862.860
Tax + Collection		69.589 1.083	71.625 1.056	75.781 1.059	80.094 1.061	84.573 1.062	89.222 1.062	94.047 1. <b>061</b>
Levy		1.063	1.030	1.039	1.001	1.002	1.002	1.001
			<u>BUILD</u>	ING FUND				
F.,,,,,,,,,,,,,								
Expenses: Capital Replacement Portables	F	3.000	3.000	3.000	3.000	3.000	3.000	3.000
New Elementary	1	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Technology - Equipme	ent	2 252	225	0.050	8.050	0.050	0.050	0.050
Technology - Facility Surplus Center	-	0.250 0.040	0.250 0.040	0.250 0.040	0.250 0.040	0.250 0.040	0.250 0.040	0.250
Alternative School				0.010	0.0.0		<u> </u>	
Other (Land/MLC Der	no)	0.800						The second section is a second
_								
Revenue: Property Tax		1.116	2.969	2.916	2.931	3.019	3.187	3.265
Expenses (Above)		(5.090)	(4.290)	(4.290)	(4.290)	(4.290)	(4.290)	(4.290)
(Reserve - Begin)		8.900	4.926	3.605	2.231	0.872	(0.399)	(1.502)
(Reserve - End)		4.926	3.605	2.231	0.872	(0.399)	(1.502)	(2.527)
Tax Levy:								
Valuation		6,427.752	6,781.278	7,154.249	7,547.732	7,962.858	8,400.815	8,400.815
Tax + Collection		1.127	2.998	2.945	2.960	3.049	3.219	3.298
Levy		\$ 0.017	\$ 0.044	\$ 0.041	\$ 0.039	\$ 0.038	\$ 0.038	\$ 0.039
			SUM	<u>MMARY</u>				
Levy - General Fund		1.083	1.056	1.059	1.061	1.062	1.062	1.061
Levy - Building Fund		0.017	0.044	0.041	0.039	0.038	0.038	0.039
Levy - Bond Fund		0.230	0.218	0.207	<u>0.196</u>	<u>0.186</u>	0.176	<u>0.176</u>
		1.330	1.318	1.307	1.296	1.286	1.276	1.276
Levy Lid (Gen. & Bldg.) =		1.100	1.100	1.100	1.100	1.100	1.100	1.100









#### AGENDA SUMMARY SHEET

**AGENDA ITEM:** Food Service Update

MEETING DATE: March 8,2004

**DEPARTMENT:** Business Office

**TITLE AND BRIEF DESCRIPTION:** Food Service Update. Jim Stilwell will be available

to answer any questions.

**ACTION DESIRED:** Information Only

**BACKGROUND:** 

OPTIONS/ALTERNATIVE CONSIDERATIONS: NA

**RECOMMENDATIONS:** Information Only

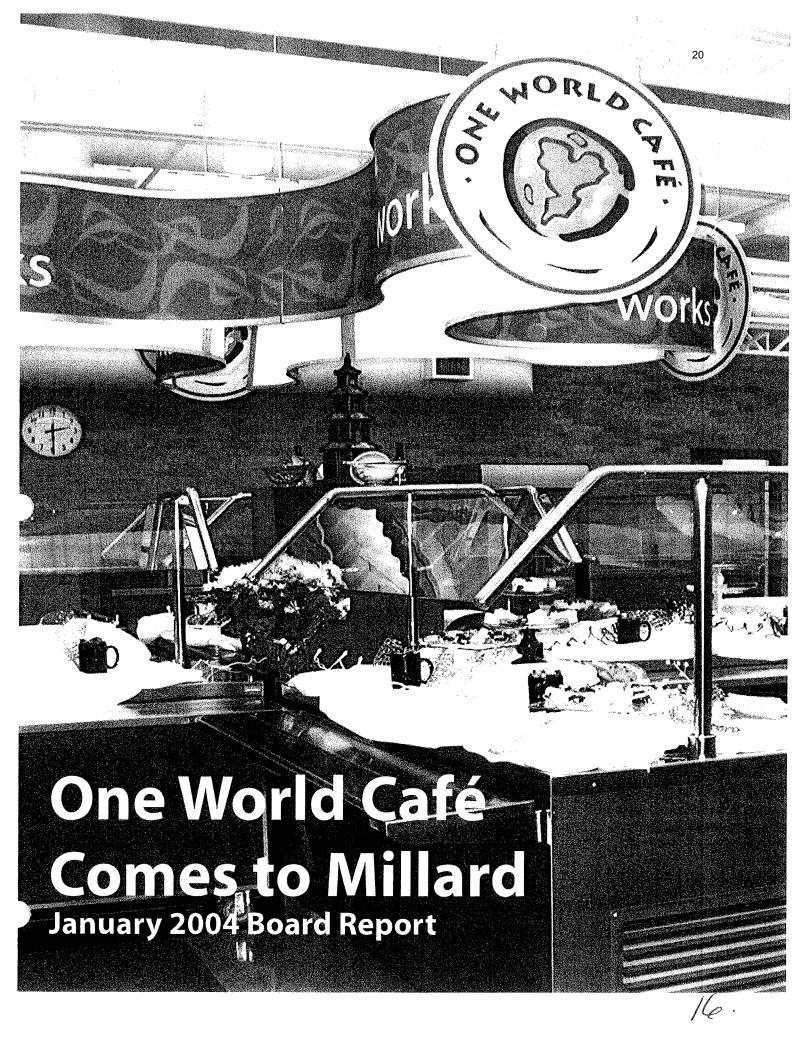
STRATEGIC PLAN REFERENCE:

IMPLICATIONS OF ADOPTION OR REJECTION:

TIME LINE:

PERSONS RESPONSIBLE: Ken Fossen, A.D.

SUPERINTENDENT'S APPROVAL:





February 19,2004

Dr. Ken Fossen Associate Superintendent of General Administration Millard Public Schools 5606 South 147th Street Omaha, NE 68137

Dear Dr. Fossen,

Contained in this binder is the January 2004 Board Report. If there is any other information that you or the Board wishes, please do not he sitate to ask.

I want to thank you for your assistance in my transition into Millard Public Schools. Your advice – professional and personal – along with your continued support of ARAMARK and Millard Food Service greatly appreciated

Most Cordially,

Cim Stilwell ARAMARK

Millard Food Service

Cc: ARAMARK

Ms. Loria Danage-Scott, Midwest Regional Vice President

Mr. Ralph Young, Midwest Associate Vice President

Ms. Mary Jo McLoughlin, District Manager

Mr. Rich Chapman, Regional Consultant

Millard Public Schools

Ms. Jean Stothert, Board of Education President

Dr. Keith Lutz, Superintendent

Ms. Shirley Lueth, Internal Auditor

Assuming management responsibilities of Millard Food Service, ARAMARK inherited a food service program that wasn't broken. Facilities and management were adequate and the program was financially responsible. The department had just passed its CRE audit with minor infractions. The kitchens and service areas were clean. The children were being fed. On the whole, Millard Food Service was an above average program. However, there exist the potential for so much more. To equally match the success the District has with academics, sports and other extra-curricular activities became our mission.

The High Schools needed to be less dominated by the sale of a la carte, non-nutritional items. The dependency on high-priced outside vendors had to be cut. The emphasis must be on the sale and marketing of complete well-based meals. Turning the High Schools into operations of production versus retail was our challenge. At the Middle Schools, variety and selection would need to be improved. Again, too many students - sixth graders none-the-less - were choosing completely a la carte snack items as their meal. We simply want to give the elementary students a choice. Many parents we talked with freely admitted that they send their money to school to feed their child regardless of the menued items. By offering choices for these students, we hope to increase participation and the student's satisfaction with our program.

January began this transition.

#### **Operational Summary**

Millard Public Schools Board of Education officially approved the contract with ARAMARK to provide management services for Millard Food Service on December 15,2003. Prior to that, ARAMARK was on-site moving the transition process forward. We assisted in communicating the decision to the foodservice staff. We also helped the District remove itself from the contractual obligations with their current suppliers and began setting up ARAMARK's suppliers and systems.

ARAMARK was given the opportunity to replace a retiring District secretary with one of our own. After careful consideration, we decided to use this money for a third assistant director instead. Reid Ladenson joined our team as an Assistant Food Service Director. Reid is a veteran within ARAMARK and lives with his family in the Millard District. Each assistant director was given one-third of the District for operational oversight. Sue Day assumed the role as Administrative Assistant to our department and our organizational structure was in place (attachment).

In December, we met with the building managers. Their fears and anxieties were addressed. ARAMARK's vision of what we wanted to bring Millard Food Service was explained and refined with their input. As a group we developed our Mission Statement and our Commitment to Nutrition (attachment).

We designed our role-out schedule of One World Café. One World Café is how ARAMARK brings school food service to market. Last year, One World Café won *Restaurant Hospitality Magazine's* "Best Kid's Menu Concept" national award. The program is designed to bring cutting edge design to school foodservice: the value of national food brands prepared in ways that offer a variety of menu choices in an environment that is nutritious, fun and affordable.

There are three main aspects of One World Cafd:

**Décor:** Creating an exciting place to eat. Big, bold colors and simple graphics tastefully incorporated into the existing environment.

- **Merchandising:** How the food items are displayed. A clean, clutter-free service area that emphasizes the menued items is our approach. Food is tilted toward the children and served in shallow pans; display plates of menued items are used. Food and nutrition are the only acceptable line decor.
- **Food:** One World Cafd recipes revolve around five branded and popular food concepts: The Grill, The Deli, The Works, The Pizzeria and The Tacoria. They offer the students customized menu offerings addressing their preferences:



**The Grill** offers different entrdes centering on a grille-house theme of hamburgers, chicken sandwiches and other specialty sandwiches. Our menu plan at the High School contains four popular entrdes everyday with two daily rotating entrees. At the Middle Schools, three entrees are available daily.



**The Deli** is a collection of daily deli and salad specials. The High Schools have two featured grab and go sandwiches as well as a large selection of meats, breads and vegetables where custom-built sandwiches and salads are available everyday. Middle Schools have three choices daily.



**The Pizzeria** is an in-house pizza shop with favorite one-topping pizzas available everyday. We also offer a daily specialty pizza and will offer featured Italian entrees, Beginning in February, we began offering the students at the High and Middle Schools freshly prepared pizza. It was the last major transition fiom purchased brands.



**The Works Bar** is a themed food bar served buffet style. The Country Bar, Spaghetti Bar and Breakfast Bar are some of the students favorites. It is offered at the High and Middle Schools.



**The Tacoria** features Mexican entrees including nachos, tacos, burritos, salads and combos. At South High, a daily destination will be incorporated. At West High, North High and the Middle Schools, Tacoria is incorporated in the Works **Bar.** 

The building managers were allowed full veto power over this role-out schedule. It was their decision what would open and when based upon their comfort and the training needs of their staff. It was decided and then implemented:

#### December 26 – December 30

One World Café Ddcor would be installed. We originally planned to install upwards of 13 buildings during this time. We were able to install 30 out of the 31 locations. We had already decided that Russell Middle School should remain "as-is". They already had décor in place. The support that we received from ARAMARK during this install was truly amazing and appreciated (*attachment*).

#### December 29

A holiday reception was held at South High for the foodservice staff, principals and administration to meet Jim Stilwell and his family. This also gave them the opportunity to see the new One World Café decor. We had approximately 150 people attend the event.

#### January 5 – ongoing

Merchandising install and training.

#### **January 14-15**

Deli Training for secondary schools by Diane Speck, regional trainer for *Panera Bread* **January 20** 

Deli Opens at High Schools to great success. South High adds upwards of 200 meals a day. North High adds 300 meals and West High upwards of 350 meals. Lines are long, but students are pleased with the quality and selection of the products.

#### January 21

Elementary multi-entree discussion and February Menu development. Our elementary managers wrote the menu. This helped ease their concerns; we-allowed them to map a dual-entrée menu to the limitations of their buildings equipment and their personal adjustment to change.

#### **January 21-22**

Pizzeria and Grille training for secondary schools. Sue Osbourne, executive Chef for *Riches Corporation* trained on pizza preparation and Jim Stilwell trained on the new Grille entrees.

#### **January 28** (originally scheduled for Jan 26, but we had snow days)

Grille successfully opens at High Schools. Again, lines are long but the students are pleased with the variety of offerings. All buildings begin serving over 400 Grille entrees. The Deli slows down some, but still maintains 200 plus meals.

#### February 1

Pizzeria opens at High Schools. One World Café menu debuts at Middle Schools. Multientrée menu begins at elementary schools. The success of these openings will be reported in our February report.

As part of our transition plan, communication is probably the most important. Our communication plans continues and is updated regularly.

#### Staff Communication

There was anxiety among the Millard Food Service staff as ARAMARK took management responsibilities. We worked hard to calm their fears. Meetings, written communication and one-on-one consultations dominated January. They were concerned that they would no longer be enrolled in the Nebraska retirement system, their wages would be cut and they would lose their benefits. We explained that none of this was true. They would remain MPS employees. As they should, they are very proud of the past accomplishments of the department. We explained in great detail that in order to bring Millard Food Service to the next level it would have to be a effrort of the ARAMARK-Millard Food Service partnership. ARAMARK would not be able to do it alone and the status quo was no longer acceptable. Millard Food Service's retired director, Jim Kramer was popular among the staff. Trust will continue to take time.

#### **Principal Communication**

Throughout this process, we met with the building Principals both as groups and one-on-one. We shared the thoughts of their building managers with them. We received over-whelming support with our plans. At the High Schools, the learning curve for our staff and the students was the steepest. The Principals were great in assisting during the transition.

#### **Student Communication**

With the students, we had focus-group meetings with all High School student councils. Our menu plan was explained to them and they were given the opportunity to select the menu at their buildings (attachment). We were also interviewed by all student newspapers. Every time a new destination opened, a member of our management team explained the combo meal and the price structure to the students in line. We have sat down at each Middle School to have lunch with groups of students. We will set up formal Student Advisory Committees in each building this Spring. On-going student communication is essential to our success.

#### **Parent Communication**

Each building has their own form of newsletter and publication schedule. We have inserted our menus and communication accordingly. We answered phone calls and emails, explained our program. Parents are genuinely impressed and pleased with our new focus on nutrition.

#### Millard Public Schools Administration Communication

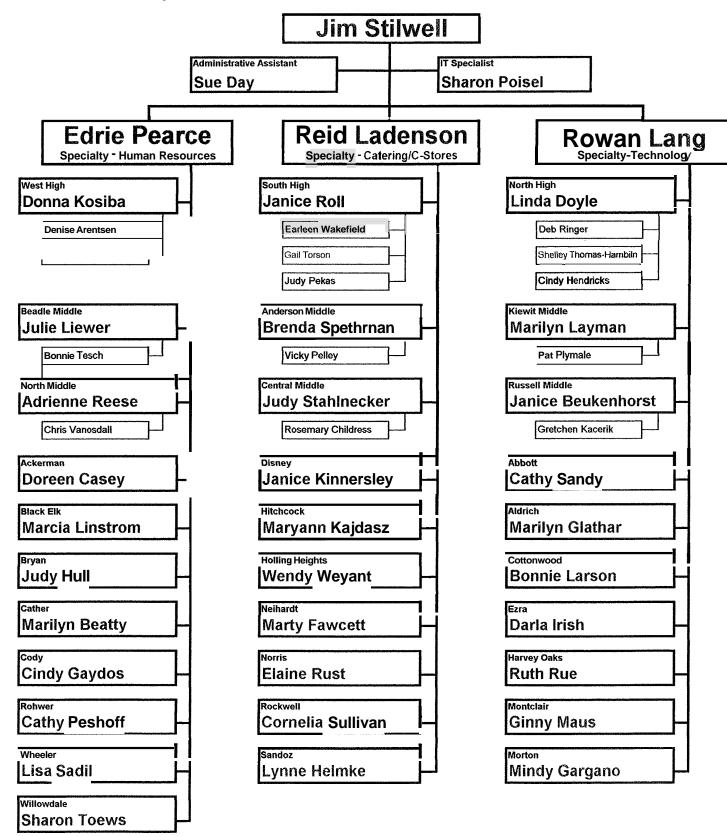
We have also been visiting members of MPS Administration. We want to introduce our company, our principles and goals. We have listened to their concerns regarding the food service department; offered assistance and took advice.

21

#### Millard Public Schools

#### **Organizational Chart**

**Food Service Department** 



#### **MISSION STATEMENT**

Above expectation and with no exception, Millard Food Service will provide as a service to the District's staff and students, food of quality and nutritional need with a guaranteed taste and value that is presented with an unparalleled spirit of service

#### **COMMITMENT TO NUTRITION**

- Millard Food Service will include students, parents, educators and community leaders in assessing the District's eating environment and developing a shared vision and an action plan to achieve it.
- Millard Food Service will responsibly manage the funds provided by local, state and federal sources to help ensure that the total school environment supports the development of healthy eating patterns.
- Millard Food Service will assist the District in every means possible to integrate behavior based nutritional education in the classrooms.
- Millard Food Service will provide meals that meet or exceed the USDA nutritional standards as well as provide sufficient choices, including new foods and foods prepared in new ways, to meet the taste preferences of the District's diverse student population.
- Millard **Food Service** will work with the Principals of each building to ensure lunch periods of sufficient length.
- Millard Food Service will design the serving areas to ensure student access to school meals with a minimum of wait time.
- Millard Food Service will ensure adequate space to accommodate all students and pleasant surroundings that reflect the value of eating healthy.
- Millard Food Service will invite students, teachers and community volunteers who practice healthy eating to serve as role models in District dining areas.
- Millard Food Service will offer foods from the five major food groups for sale on an a la carte basis as part of our snack program. Students will only be able to choose the type of snack authorized by their parent or guardian.
- Millard Food Service will make special allowances for students with doctor prescribed special needs.

#### **TEAM MILLARD**



Special appreciation to everyone who took time from their holiday season to made our transition possible (not all pictured above):

#### **ARAMARK - Millard**

Jim Stilwell and Family
Millard Food Service Director
Mary Jo **McLoughlin** and Family
District Manager

Reid Ladenson

Millard Asst Food Service Director Edrie Pearce Millard Asst Food Service Director

#### ARAMARK - Region/Corporate

Steve Ebbsmeyer

District Manager, Indiana and Illinois

Ken Martynus

Midwest Operational Director

Cheryl Tilles

Midwest Marketing Specialist

Tara Lee

Midwest Retail/Merchandising Specialist Judy Ivens

ARAMARK Campus C-Store Specialist

#### **ARAMARK – Food Service Directors**

Elena Biedrzycki and Family, Downers Grove
Michelle Hyman, Berwyn School District
Linett Sturch and Family, Sterling CUSD
Jamie Swchabendlender, Niles Township
Paul Watkins and Family, Belvidere School District
Frank Howatich, Lorain City Schools
Andrew Sims, Lorain City Schools
Pat Steele, Beloit Memorial
Scott Rodgers, Hillard City Schools
Christine Winchel, Oswego School District
Elvera Michael, Carpentersville CUSD
Liz Clingman, South Euclid-Lyndhurst SD

Special Thanks to South High for hosting our Holiday Reception:

Jon Lopez

Millard South High Principal

Janice Roll and Staff

Millard Food Service Building Manager

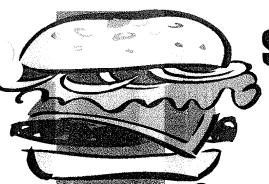
# High School Survey Results



Our professionally prepared dishes will offer interesting selections based upon the varied tastes of the diverse student population of Millard Public Schools

	iblic Schools
Daily Pizza Offerings:	Specialty Pizza Offerings:
CHOOSE THREE	CHOOSE FIVE
75 Pepperoni	66 Bacon Cheeseburger
26 Sausage	spiced ground beef topped with an ameri-
Hamburger	can-cheddar cheese blend and bacon
<u> 6</u> Ham	60 Buffalo Chicken
86 Cheese	chicken, peppers and onions in a buffalo-
14 Vegetable	style sauce topped with mozzarella cheese Creamed Chicken
	béchamel sauce with spinach, onions and
Specialty Items:	mushrooms Topped with chicken and
CHOOSE FIVE	shredded swiss cheesc
40 Pizza Sub Sandwich	Taco Beef
Pizza Sub Sandwich	salsa base with spicy taco meat and Mexi- can cheeses: sour cream served on the side
[57] Hot Italian Sub	54 Southwestern Chicken
[37] Meatball Sub Sandwich	salsa-based: fajita chicken with onions and
	peppers topped with Mexican cheese blen
French Bread Pizza	Hawaiian Delight
57 Toasted Ravioli	traditional sauce with ham. bacon. and
Mozzarella Cheese Sticks	pineapple topped with mozzarella cheese
	[71] Carnivore
66 Calzone, pepperoni	pepperon, sausage, ham, ground beef
Calzone, ham and swiss	and bacon traditional sauce and mozzarella cheese
Calzone, buffalo chicken	37 A Run through the Garden
carzone, buriano emercir	alfredo sauce and nearly every vege- table we h a & mozzarella and swiss
	table we hae mozzarella and swiss cheese blend
Pasta Bar	Peace in the Mideast
_ **** _ ***	Hummus, tomatoes, olives, onions,
Should we offer a simple pasta bar daily?	feta pepperoncinis and mozzarella
63 YES	П
34 <b>NO</b>	





**Student Preference Survey** 

NAME: ALLHIGHSCHOOLS.

Class: [37] Freshman Sophomore

Gender: 85 Female

21 Junior

21 Senior

Our professionally prepared dishes will offer interesting selections based upon the varied tastes of the diverse student population of Millard Public Schools

## **Daily Items: CHOOSE FOUR** 77 Cheeseburger, basic 54 Cheeseburger, deluxe 68 Chicken Patty 23 BBQ Rib Sandwich 95 Chicken Tenders 25 Vegetarian Burger 17 Footlong Hotdog 14 Double Hotdog 17]Bratwurst 3 Sausage (kielbasa, etc) Fry House Which type of potato do you prefer? 23 Shoestring (1/4" cut—McDonalds)

20 Regular (3/8" cut—Wendy's)

38 Seasoned (Burger King)

1 | Wedges (skin on)

**9 Tater Tots** 

#### **Specialty Sandwiches:**

**CHOOSE FIVE** 

66 Bacon Cheeseburger Over-sized beef patty topped with an American cheese and bacon

32 Cowboy Burger Over-sized beef patty topped with ranch

chili and with shredded cheddar and onions |46| Philly Cheese Steak

Sliced beef with peppers and onions topped with cheddar cheese sauce on a steak bun

43 Philly Steak Wrap Same as above, but wrapped in a flour tor-

tilla instead of on a bun 41 Pizza Burger

Over-sized beef patty nit11 pizza sauce and mozzarella cheese

43 Hot Ham and Cheese Ham steak with sliced Swiss cheese on a steak bun

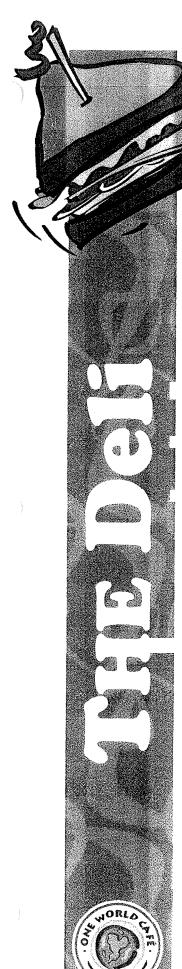
20 Latin Sandwich Sliced pork with salami and swiss cheese: served on a Kaiser bun

Chicken BLT Chicken patty with Bacon. lettuce and tomato on a bun

40 Chicken Cordon Bleu Chicken patty with ham and Swiss cheese on a bun

63 Chicken Parmasan Chicken patty with pizza sauce and mozzarella cheese





# **Student Preference Survey**

NAME: ALLHIGH SCHOOLS

Class: 37 Freshman

21 Sophomore

21 Junior 21 Senior Gender:

15 Male

85 Female

Our professionally prepared dishes will offer interesting selections based upon the varied tastes of the diverse student population of Millard Public Schools

#### **Made to Order Destination:**

MEATS — Choose Four

- 72 Ham
- 88 Turkey
- 64 Roast Beef
- 38 salami
- 50 Bacon
- 39 Pepperoni
- Corned Beef
- 14 Pastrami

#### PROTEIN SALADS—Choose Two

- 80 Chicken Salad
- 19 Tuna Salad
- 28 Ham Salad
- 39 Egg Salad

#### **CHEESE** — Choose Three

- 77 American
- 44 Swiss
- 63 Cheddar
- 33 Provolone
- 6 Hot Pepper
- 44 Mozzarella
- 11 Colby

#### BREADS-Choose any you would want

- 55 Fresh-Baked White Sub Bun
- 39 Fresh-Baked Honey Wheat Sub Bun
- 8 Steak Bun
- 14 Kaiser Roll
- 39 French Roll
- Croissant
- 66 Bagel
- 22 Sliced Bread, assorted

#### **Specialty Sandwiches:**

**CHOOSE FIVE** 

70 All-American Sub

ham, turkey, salami with American cheese on a steak bun

Turkey Club

"double-decker" with sliced bread, shaved turkey, lettuce, tornato and bacon

50 countelub

"double- ecker" with sliced bread, shaved roast beef. lettuce. tomato and bacon

41 Super Italian Sub

salami. pepperoni. and ham with provolone cheese on a steak bun

Ham and Swiss Deluxe
a large stack of shaved ham with Swiss
cheese on a Kajser bun

19 Picnic Wran

potato salad. diced ham, lettuce and tomato wrapped in a honey-wheat tortilla

|50 | Southwest Turkey Wrap

shaved turkey. bacon. lettuce, fomato and salsa wrapped in a tomato tortilla

**Southwest Beef Wrap** 

shaved beef. bacon, lettuce, tomato and salsa wrapped in a honey-wheat tortilla

**Chicken Ceasar Wrap** 

caesar chicken salad with shredded lettuce and tomato wrapped in tortilla

Artisan Vegetarian Wrap

hummus, tomatoes, lettuce, cucumbers, carrots, red onions and American cheese in a spinach tortilla





## **Pre-Opening Student Survey**

NAME:: WEST HIGH SCHOOL

Class: 22 Freshman 10 Sophomore

Gender:

6 Male 49 Female

12 Junior

11 Senior

CAFETERIA AREA	<u>Excellent</u>	Good	Average	<u>Fair</u>	Poor
Quality of Food Items			<b>★</b> 3.3		
Selection of Food Items			<b>★</b> 3.4		
Nutritional Value of Food Items			*	72.5	
Portion Sizes of Food Items			<b>★3.</b> 5		
Speed of Service in Cafeteria		★3	.9		
Cleanliness of Area	★4.1				
Friendliness of Staff	<b>★</b> 4.3				
Overall Rating			<b>★3.</b> 5		
C-STORE AREA	Excellent	Good	Average	<u>Fair</u>	<u>Poor</u>
Quality of Food Items		*	3,8		
Selection of Food Items		<b>*</b> 3.5			
Nutritional Value of Food Items	★2.4				
Portion Sizes of Food Items	<b>*3.3</b>				
Speed of Service		<b>*</b> 3.5			
Cleanliness of Area		<b>★3.</b>	9		

On an average day, write the approximate amounts of money spent during the following:

Friendliness of Staff

**Overall Rating** 

Breakfast time period (7:00AM - 10:00 AM)

Outside of School .25 In the C-Store

.87 .18 **Vending Machines** 

Lunch time period (10:30AM - 1:30 PM)

**Outside of School** \$ ,31 \$ 1.10 In the C-Store 1.63 In the Cafeteria Vending Machines

What one thing HAS to change about the food service

**★3.5** 

19 Comments on Better Nutrition

12 Comments on Variety Specific Items

5 Comments on Food Quality

**\*4.1** 

4 Comments on Run-Outs

3 Comments on Friendliness

1 Comment on Price

What one thing CAN NOT change about the food service program?

7 Comments on Branded Products

6 Comments on Mega Bar

5 Comments on Drink Selections

5 Comments on Friendliness

4 Comments on Pricing

3 Comments on Individual Items





## **Pre-Opening Student Survey**

NAME:	SOUTH	HIGH SCH	IOOL
Class:	1 Freshman 3 Sophomore 2 Junior 4 Senior	Gender:	3 Male 7 Female

CAFETERIA AREA	Excellent	Good	<u>Average</u>	<u>Fair</u>	<u>Poor</u>	
Quality of Food Items		,	<b>★3.</b> 5			
Selection of Food Items		*	73.6			
Nutritional Value of Food Items			★3.0			
Portion Sizes of Food Items	<b>*3.</b> 5					
Speed of Service in Cafeteria		*	3.7			
Cleanliness of Area		*4.1				
Friendliness of Staff		*4.1				
Overall Rating	★3.8					
C-STORE AREA	Excellent	Good	Average	<u>Fair</u>	<u>Poor</u>	
Quality of Food Items	<b>*</b> 3.7					
Selection of Food Items	★3.6					
Nutritional Value of Food Items	<b>★2.</b> 5					
Portion Sizes of Food Items	★3.2					
Speed of Service	<b>★3.4</b>					
Cleanliness of Area	★4.0					
Friendliness of Staff	<b>★</b> 4.2				литолноски, може	
Overall Rating		<b>★</b> 3.	8		on or other particular	

## On an average day, write the approximate amounts of money spent during the following:

Breakfast time period (7:00AM - 10:00 AM)

Lunch time period (10:30AM - 1:30 PM)

Outside of School \$ 1.37

In the C-Store \$ .86

In the Cafeteria \$ 1.51

Vending Machines \$ .20

### What one thing HAS to change about the food service program?

- 4 Comments on Better Nutrition
- 3 Comments on Variety Specific Items
- I Comments on Food Quality
- I Comments on Vegetarian Items

## What one thing CAM NOT change about the food service program?

- 2 Comments on Friendliness
- I Comments on Price
- 1 Comments on Variety
- I Comments on Mega Bar





# Pre-Opening Student Survey

NAME: _NORTH_HIGH_SCHOOL								
Class:	Gender: 7 Male Sophomore 28 Female  Junior Senior							
CAFETERIA AREA  Quality of Food Items  Selection of Food Items  Nutritional Value of Food Items  Portion Sizes of Food Items  Speed of Service in Cafeteria  Cleanliness of Area  Friendliness of Staff	Excellent Good Average Fair Poor  ★3.1  ★3.4  ★3.4  ★3.4  ★3.2  ★3.6  ★3.6							
Overall Rating	★3.2							
C-STORE AREA Quality of Food Items Selection of Food Items Nutritional Value of Food Items Portion Sizes of Food Items Speed of Service Cleanliness of Area Friendliness of Staff Overall Rating	Excellent Good Averag Fair Poor							
On an average day, write the approximate amounts of money spent during the following:  Breakfast time period (7:00AM - 10:00 AM)  Outside of School \$ .46  In the C-Store \$ .90  Vending Machines \$ .18  Lunch time period (10:30AM - 1:30 PM)  Outside of School \$ 1.11  In the C-Store \$ 1.01  In the Cafeteria \$ 1.89  Vending Machines \$ .11	What one thing HAS to change about the food service program?  14 Comments on Better Nutrition 5 Comments on Food Quality 4 Comments on Variety Specific Items 3 Comments on Friendliness 3 Comments on Specific Items  What one thing CAN NOT change about the food service program?  10 Comments on Variety 5 Comments on Price 5 Comments on Branded Products 3 Comments on Branded Products 4 Comments on Specific Items							



#### **Millard Public Schools**

#### Meals and Participation

**January** Jan 5th thru Jan 28th

	Actual	Forecast		Prior Year			
Service Days	15	15		15			
-					Diffe	rence	
Enrollment Paid	17930	17420	103%	17420	510	103%	
Enrollment Free	1135	1011	112%	1011	124	112%	
Enrollment Reduced	510	502	102%	502	8	102%	
TOTAL	19575	18933	103%	18933	642	103%	
Breakfast Meals					Meals	Part.	
Paid	286	5,296	5%	960	30%	29%	
Free	1,197	1,253	96%	915	131%	117%	
Reduced	72	255	28%	225	32%	31%	
Workers							
TOTAL	1,555	6,804	23%	2,100	74%	72%	
Lunch Meals					Meals	Part.	
Paid	137,622	147,331	93%	129,615	106%	103%	
Free	14,004	11,537	121%	11,430	123%	109%	
Reduced	6,602	5,323	124%	5,295	125%	123%	
Workers							
TOTAL	158,228	164,191	0%	146,340	108%	105%	
				Total Partic	cipation:	103%	
Equivalent Meals							
Student	142,695	140,399	102%	135,971	105%		
Catering/Adult	5,574	3,903	143%				
TOTAL	148,269	144,302	103%	135,971	109%		
TOTAL MEALS:	308,052	315,298	98%	284.411	108%		

#### Operating Summary

		Actual	Forecast			Prior Year			
Breakfast Sales	\$	194.15	0.0%	\$	6,526.61	3%	\$	883.50	22%
Lunch Sales	\$	222,571.05	39.8%	\$	230,347.44	97%	\$	200,318.17	111%
Adult Sales	\$	8,698.85	1.6%	\$	-		\$	-	
C-Store Sales	\$	100,682.55	18.0%	\$	95,927.74	105%	\$	94,950.00	106%
A la Carte Sales		141,898.11	25.4%	\$	142,750.45	99%	\$	136,200.00	104%
Special Events		777.20	0.1%	\$	6,635.76	12%	\$	-	
Vending Sales	\$	-	0.0%	\$	-		\$	-	
CASH RECEIPTS:	\$	474,821.91	85.0%	\$	482,187.99	98%	\$	432,351.67	110%
Reimbursements	\$_	83,805.06	15.0%	\$	68,252.90	123%	\$	56,955.15	147%
TOTAL SALES:	\$	558,626.97	100.0%	\$	550,440.89	101%	\$	489,306.82	114%
Per Day	\$	37,241.80		\$	36,696.06		\$	32,620.45	
Food Cost	\$	214,932.49	38.5%	\$	194,973.46	35.4%	\$	208,180.96	42.5%
Aramark labor	\$	19,901.87	3.6%	\$	14,240.89	2.6%	\$		0.0%
Client Labor	\$	229,615.38	41.1%	\$	231,090.81	42.0%	\$	223,621.011	45.7%
Direct Cost	\$	47,215.04	8.5%	\$	25,597.15	4.7%	\$	60,362.70	12.3%
District Cost	\$	-	0.0%	\$	33,344.76	6.1%	\$		0.0%
Administrative Cost	\$	5,360.41	1.0%	\$	5,504.37	1 0%	\$		00%
Management Fee	\$	5,360.41	1.0%	\$	5,504.37	1.0%	\$	l	0.0%
TOTAL COSTS:	\$	522,385.60	93.5%	\$	510,255.82	92.7%	\$	492,164.66	100.6%
Refund/(Subsidy)		\$36,241.37	6.5%		\$40,185.07	7.3%		(\$2,857.84)	-0.6%

#### **Millard Public Schools**

#### January YTD

Meals and Participation

	Actual	Forecast		Prior `	Year	
Service Days	15	15		15		
					Diffe	rence
Enrollment Paid	17930	17420	103%	17420	510	103%
Enrollment Free	1135	1011	112%	1011	124	112%
Enrollment Reduced	510	502	102%	502	8	102%
TOTAL	19575	18933	103%	18933	642	103%
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Workers						
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Paid	137,622	147,331	93%	129,615	106%	#DIV/
Free	14,004	11,537	121%	11,430	123%	109%
Reduced	6,602	5,323	124%	5,295	125%	123%
Workers				-	#DIV/0!	
TOTAL	158,228	164,191	0%	146,340	108%	105%
				Total Partic	cipation:	103%
Equivalent Heals						
Student	142,695	140,399	102%	135,971	105%	
Catering/Adult	5,574	3,903	143%	-		
TOTAL	148,269	144,302	103%	135,971	109%	
TOTAL MEALS:	308,052	315,298	98%	284,411	108%	

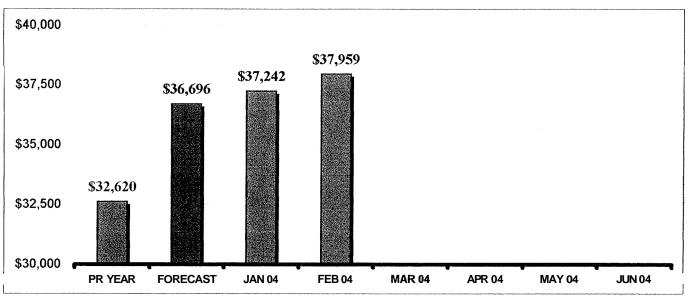
#### **Operating Summary**

	Actual		Forecast			Prior Year	r
<i>Breakfast</i> Sales	\$ 194.15	0.0%	\$ 6,526.61	3%	\$		22%
Lunch Sales	\$ 222,571.05	39.8%	\$ 230,347.44	97%	\$	200,318.17	111%
Adult Sales	\$ 8,698.85	1.6%	\$ -		\$		
C-Store Sales	\$ 100,682.55	18.0%	\$ 95,927.74	105%	\$	94,950.00	106%
A la Carte Sales	\$ 141,898.11	25.4%	\$ 142,750.45	99%	\$	136,200.00	104%
Special Events	\$ 777.20	0.1%	\$ 6,635.76	12%	\$		
Vending Saks	\$ -	0.0%	\$ 		\$		
CASH RECEIPTS:	\$ 474,821.91	85.0%	\$ 482,187.99	98%	4	432,351.67	110%
Reimbursements	\$ 83,805.06	15.0%	\$ 68,252.90	123%	\$	56,955.15	147%
TOTAL SALES:	\$ 558,626.97	100.0%	\$ 550,440.89	101%	4	489,306.82	114%
Per Day	\$ 37,241.80		\$ 36,696.06		\$	32,620.45	
Food Cost	\$ 214,932.49	38.5%	\$ 194,973.46	35.4%	\$	208,180.96	42.5%
Aramark Labor	\$ 19,901.87	3.6%	\$ 14,240.89	2.6%	\$		0.0%
Client Labor	\$ 229,615.38	41.1%	\$ 231,090.811	42.0%	\$	223,621.01	45.7%
Direct Cost	\$ 47,215.04	8.5%	\$ 25,597.15	4.7%	\$	60,362.70	12.3%
District Cost	\$	0.0%	\$ 33,344.76	6.1%	\$		0.0%
Administrative Cost	\$ 5,360.41	1.0%	\$ 5,504.37	1.0%	\$		0.0%
Management Fee	\$ 5,360.41	1.0%	\$ 5,504.37	1.0%	\$		0.0%
TOTAL COSTS:	\$ 522,385.60	93.5%	\$ 510,255.82	92.7%	1	492,164.66	100.6%
Refund/(Subsidy)	\$36,241.37	6.5%	\$40,185.07	7.3%		(\$2,857.84)	-0.6%

# Revenue January 2004

### Average Daily otal Sa

#### **Millard Public Schools**



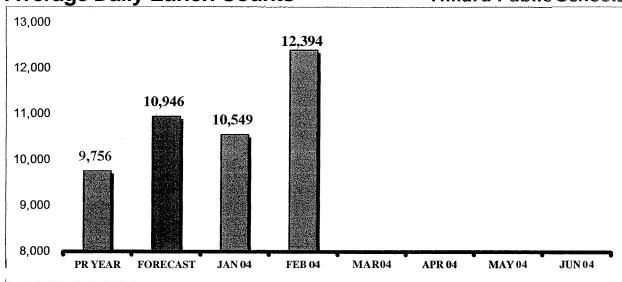
Plan 102.2%

Discussion and Action Plan		
Action Plan Item	Date	Impact (\$)
Action Figure	l Date	πηρασε (ψ)

36.

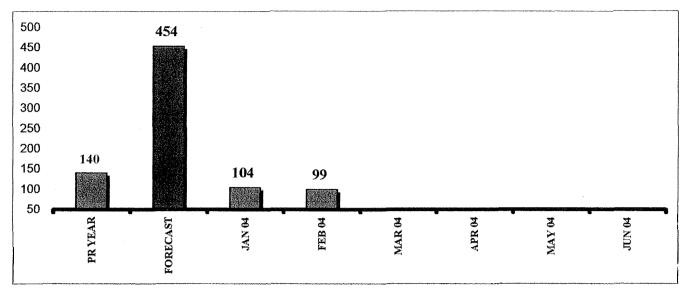


Millard Public Schools



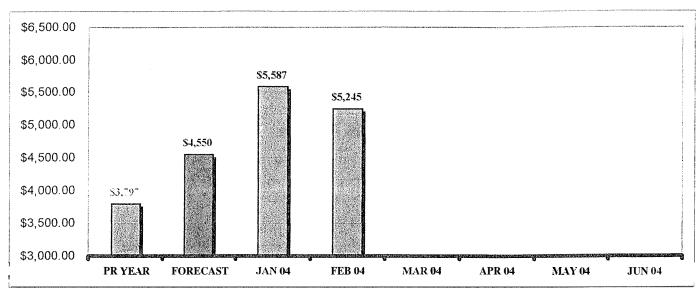
Plan 102.2%

Discussion and Action Plan			
Action Plan Item	Date	Impact (\$)	
	l	1	



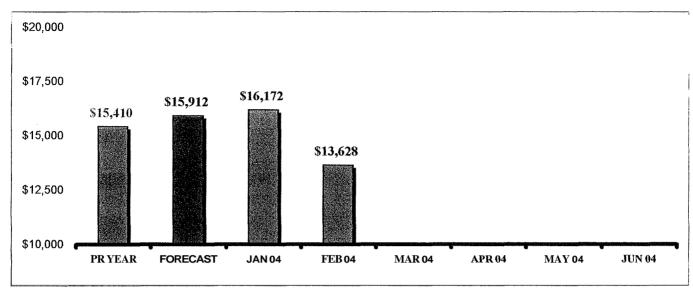
Plan 22.5%

Discussion and Action Plan		
Action Plan Item	Doto	Impact (\$)
Action Flan item	Date	Impact (\$)
	<del>                                     </del>	
	<u> </u>	
	<b></b>	
<b>-</b> ▼ .	<del>                                     </del>	
Total Impact	<del>                                     </del>	\$0



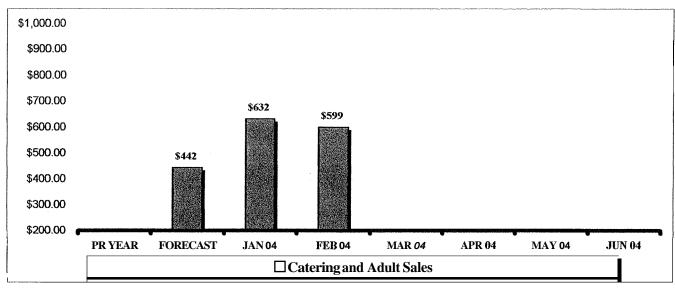
Plan 120.2%

Discussion and Action Plan				
Current Federal and State Reimbursement Rates:				
<u>Lunch</u> <u>Federal</u> <u>State</u>	<b>Breakfast</b>	<b>Federal</b>	<u>State</u>	
Paid \$ 0.21 \$ - Free \$ 2.19 \$ -	Paid	\$ 0.20	\$ 0.05	
Free \$ 2.19 \$ -	Free	\$ 1.90	\$ 0.05	
Reduced \$ 1.79 \$ -	Reduced	\$ 1.30	\$ 0.05	
Action Plan Item		Date	Impact (\$)	
		<u> </u>	440.770.04	
Lump-sum payment from the State received	, <del>, , , , , , , , , , , , , , , , , , </del>	January	\$10,772.24	
Without lump-sum, perday is \$4,869 average reimbursement				
Still 128% of PY, 107% of FC				
			· · · · · · · · · · · · · · · · · · ·	
	Total Impact		\$10,772	



**Plan** 96.1%

Discussion and Action Plan		
Action Plan Item	Date	Impact (\$)
		<del>                                     </del>
		<del>                                     </del>
Total Impact		\$0

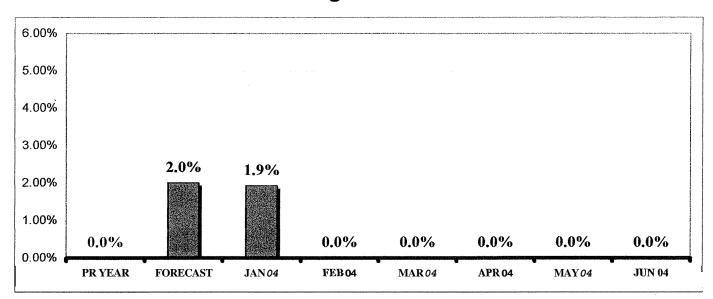


Plan 140.3%

Discussion and Action Plan			
Action Plan Item	Date	Impact (\$)	
<u> </u>		<del>                                     </del>	
		<del> </del>	
Total Impact		\$0	

40.

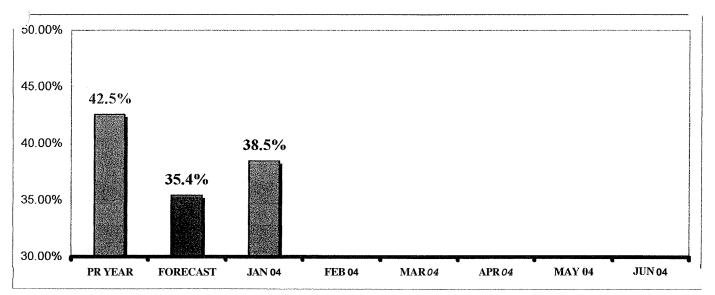
# **Expenditures**January 2004



Plan 97.4%

Discussion and Action Plan		
Action Plan Item	Date	Impact (\$)
	8	
		<u> </u>
Total Impact		\$0
		1

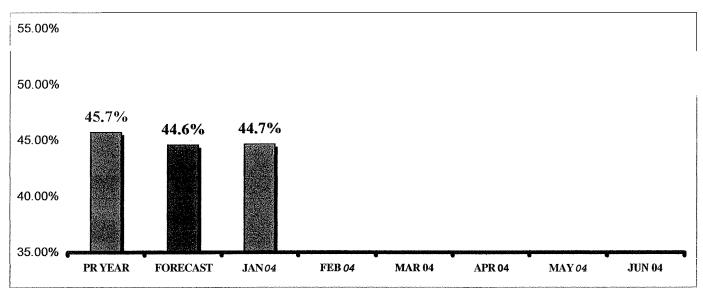
#### Food Cost as a Percentage of Sales



Plan 110.2%

#### 

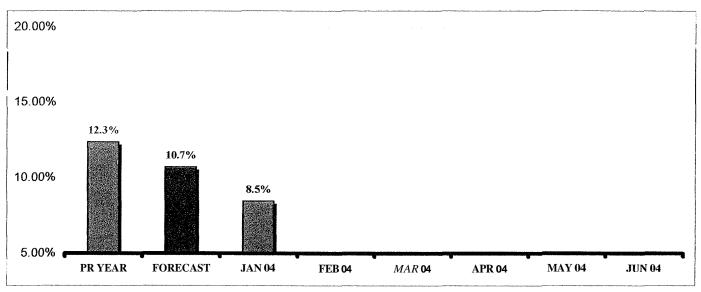
Action Plan Item	Date	Impact (\$)
Had to continue using FSA until February 13th		i
Tiad to continue daing I SA diffil February 13th		
commodities not fully available until February 20th		
		<u> </u>
Total Impact		\$0
Total Impact		<b>\$0</b>



Plan 101.7%

Discussion and Action Plan			
	1 5 1	(4)	
Action Plan Item	Date	Impact (\$)	
	<b></b>	<b></b>	
		<u> </u>	
		<del> </del>	
		1	
		1	
Total Impact		\$0	

44.



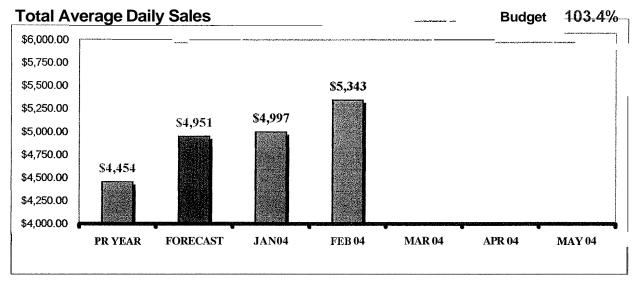
**Plan 80.1%** 

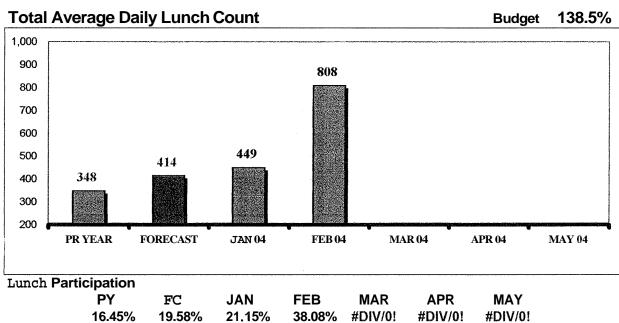
Discussion and Action Plan			
Action Plan Item	Date	Impact (\$)	
No Commissions paid to HS Principals	January		
No Amourmed Car Payments No Major Commoditity Bill	January		
No Major Commoditity Bill	January	1	
	<u> </u>	<b> </b>	
	<u> </u>		
	<u> </u>		
		<u> </u>	
	<u> </u>		
Total Boom and		\$0	
Total Impact		\$0	

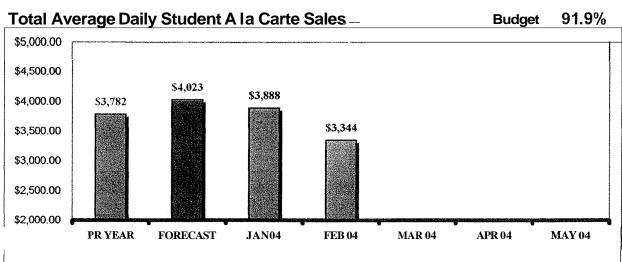
45.

# High School Building Reports

# Summary



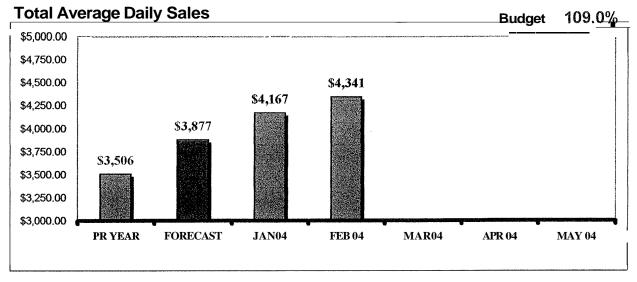


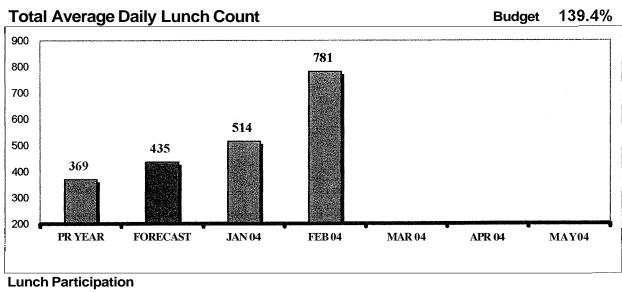


47

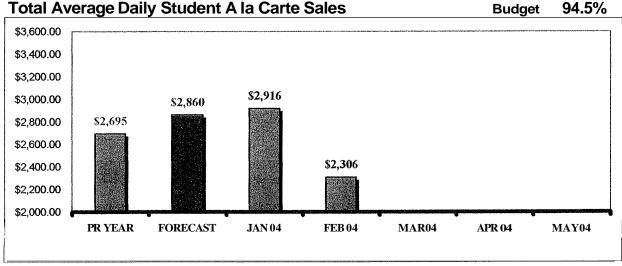
## **South High Building Report**

# Summary 52





PY FC JAN FEB MAR APR MAY 20.62% 24.30% 28.86% 43.89% #DIV/0! WDIV/0! #DIV/0!



48.

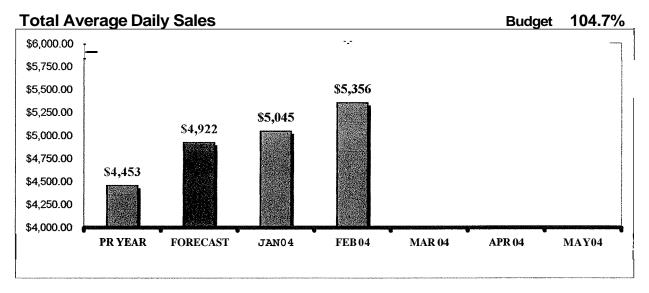
#### **West High Building Report**

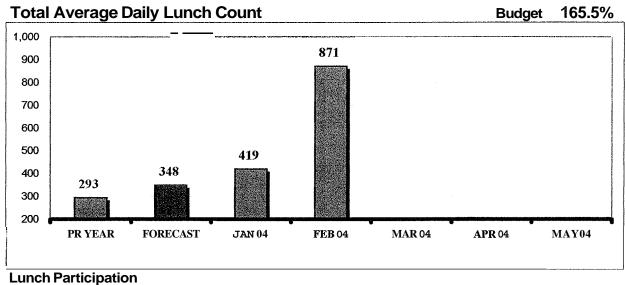
PY

FC

JAM

## Summäry



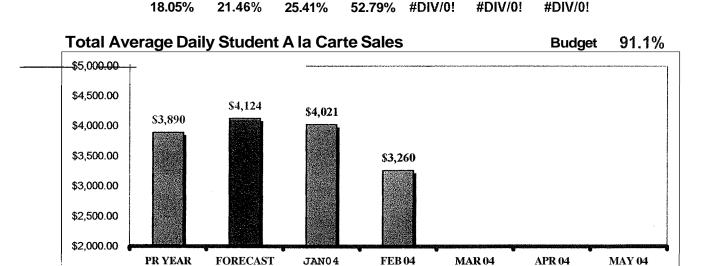


**FEB** 

MAR

APR

MAY



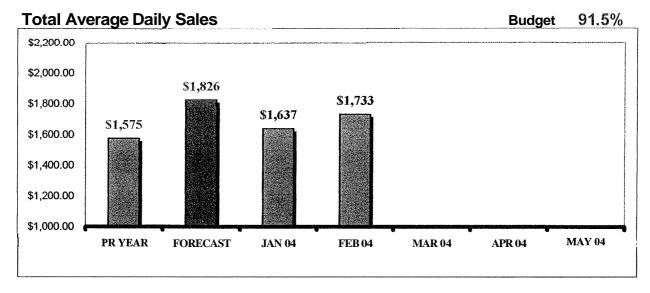
49.

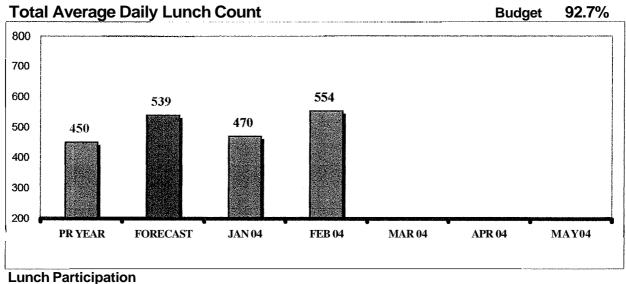
# Middle School Building Reports

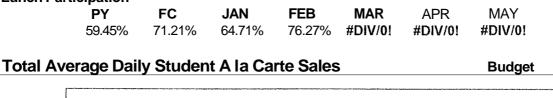


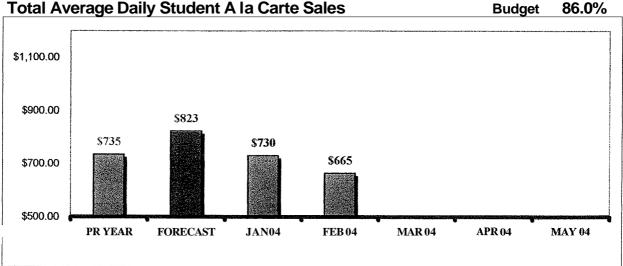
#### **Anderson MS Building Report**

## Summäry

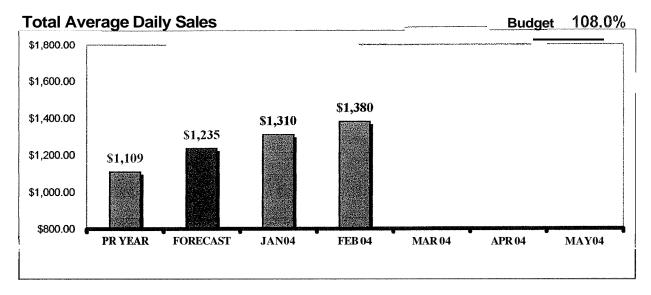


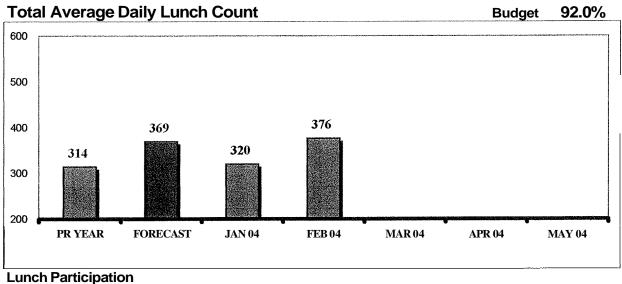


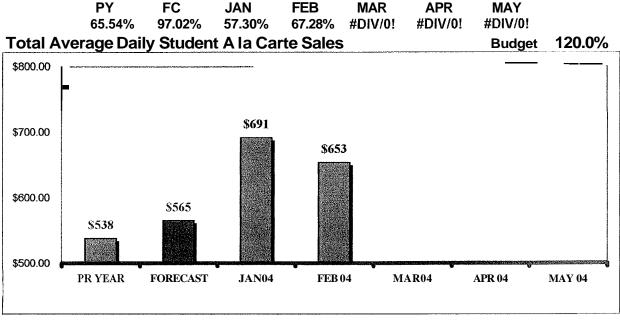




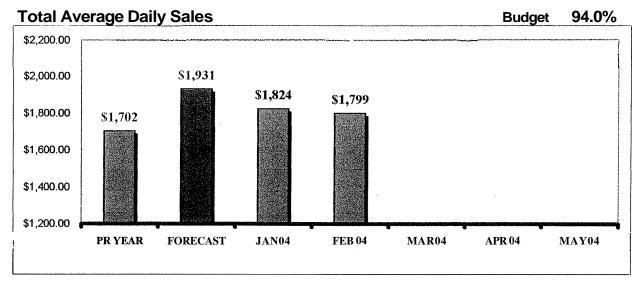
#### **Beadle MS Building Report**

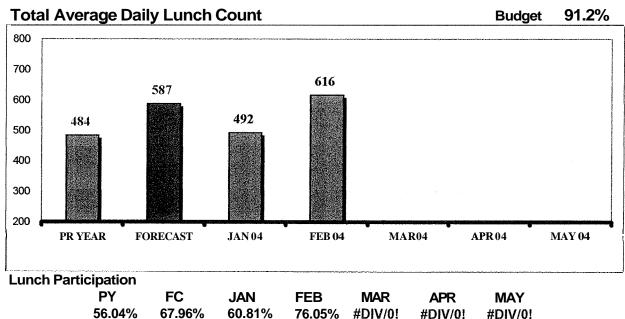


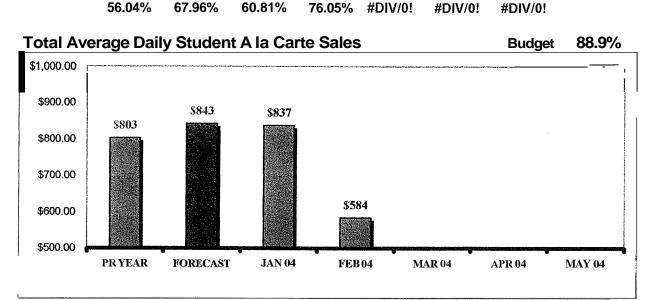




#### **Central MS Building Report**

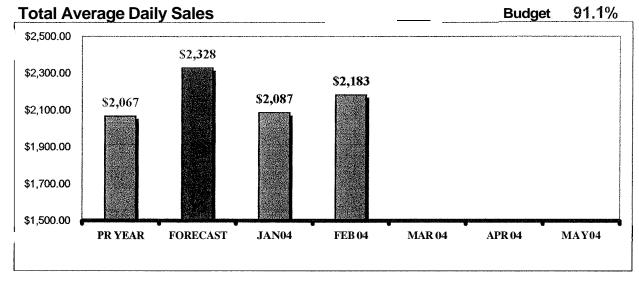


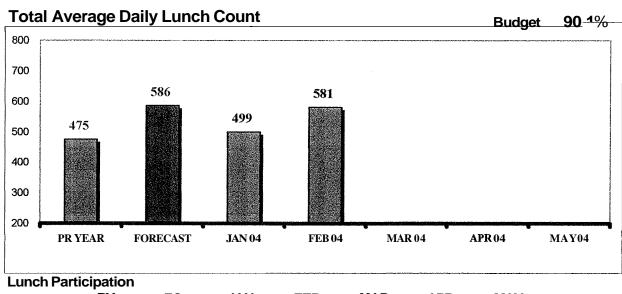




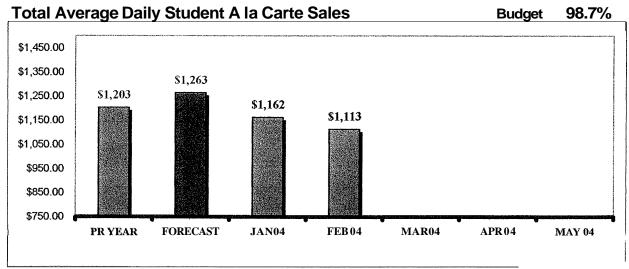
#### **Kiewit MS Building Report**

# Summäry





PY FC JAN FEB MAR APR MAY 49.23% 60.74% 53.28% 61.96% #DIV/0! #DIV/0! #DIV/0!



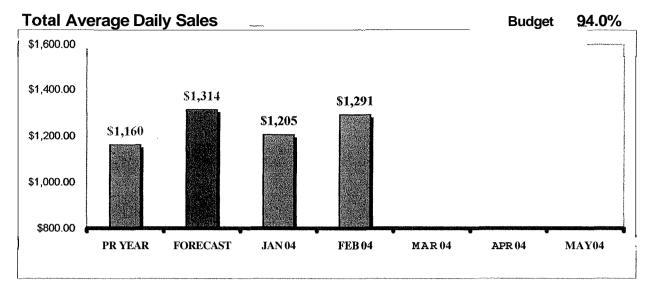
54

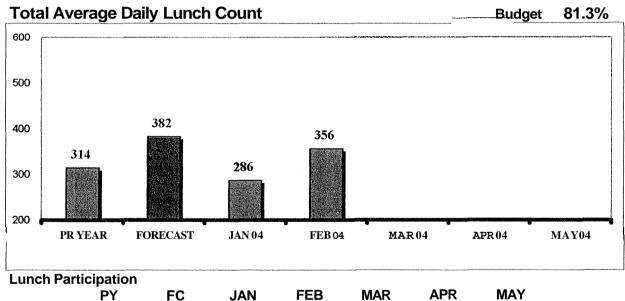
### **North MS Building Report**

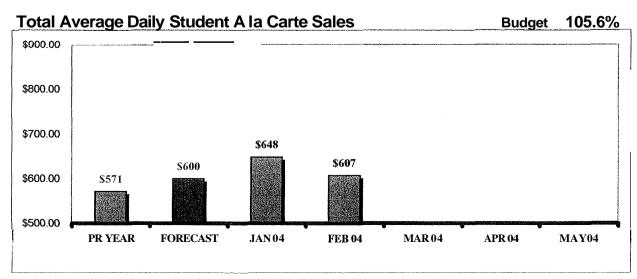
53.42%

64.99%

# Summary







60.31%

48.57%

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55.

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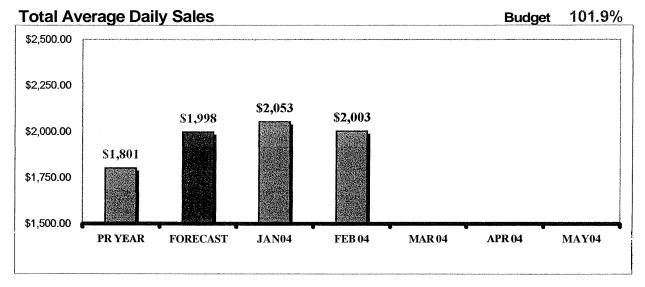
#### **Russell Building Report**

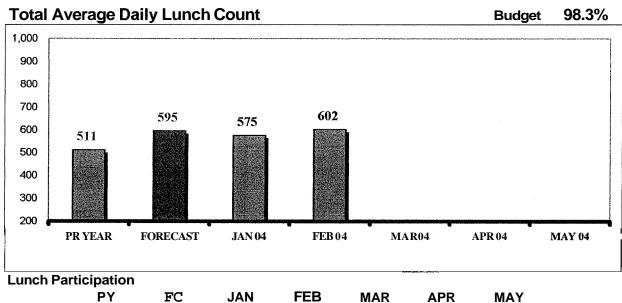
71.43%

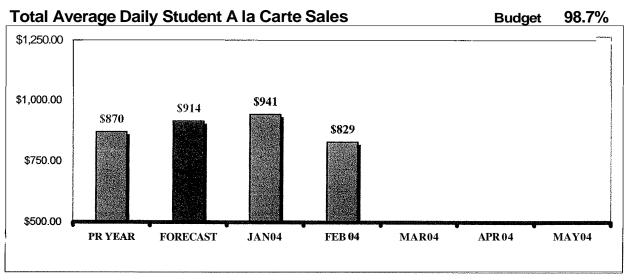
83.17%

**75.91**%

# Summäry







79.43%

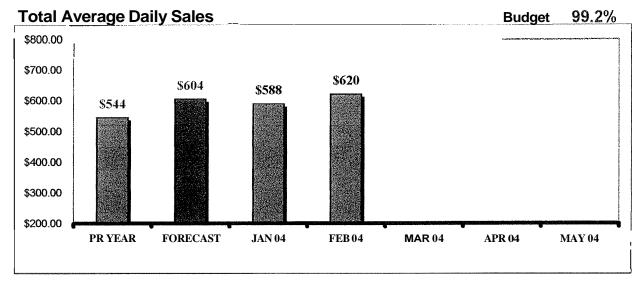
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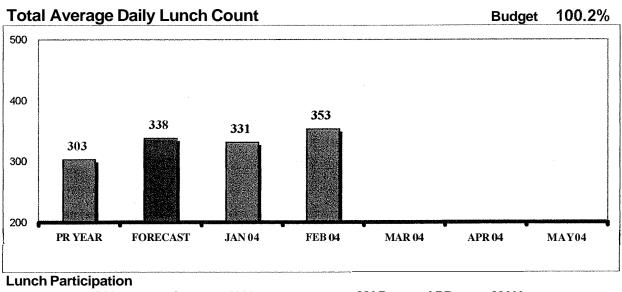
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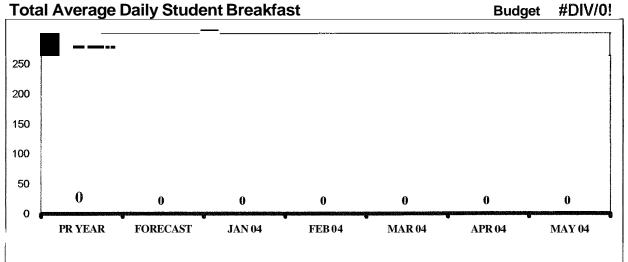
# **Elementary**Building Reports

#### **Abbott Building Report**

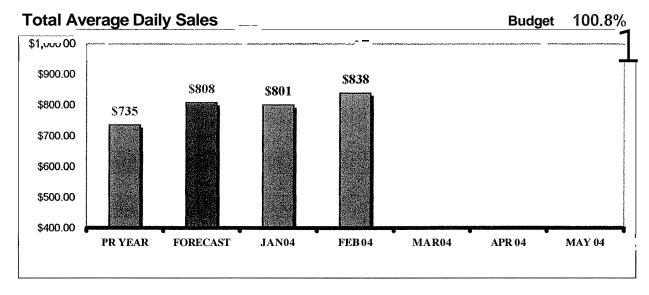


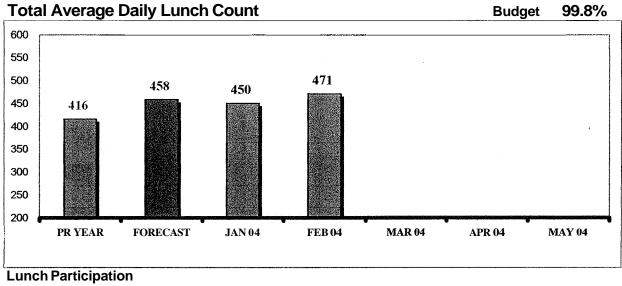


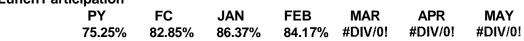


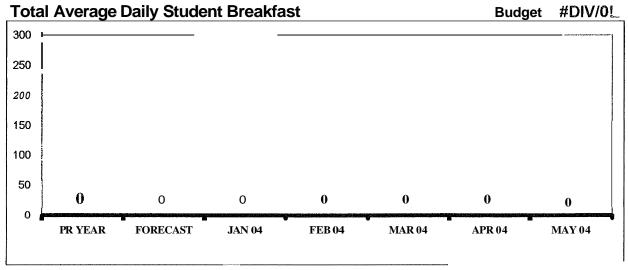


#### **Ackerman Building Report**









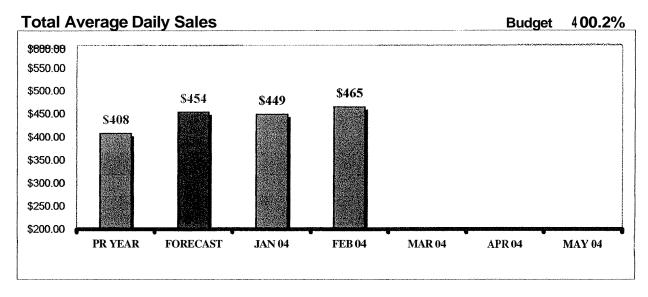
#### **Aldrich Building Report**

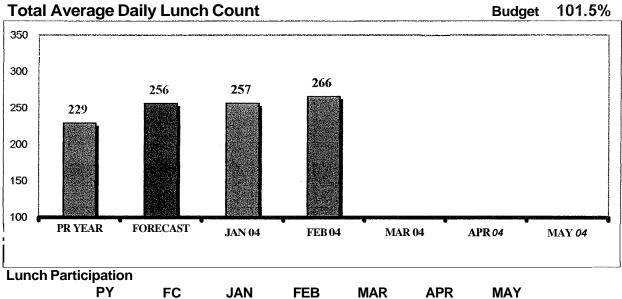
74.11%

82.84%

77.34%

#### Summäry



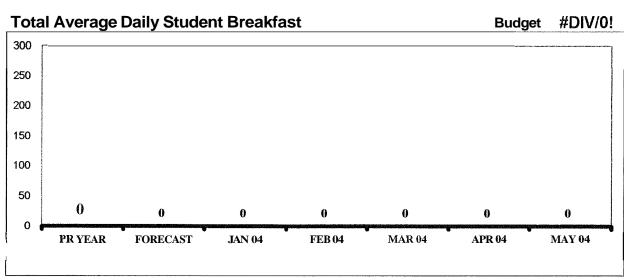


80.12%

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## **Black Elk Building Report**

FC

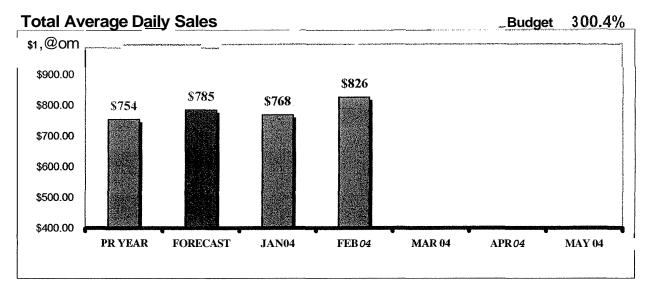
77.60%

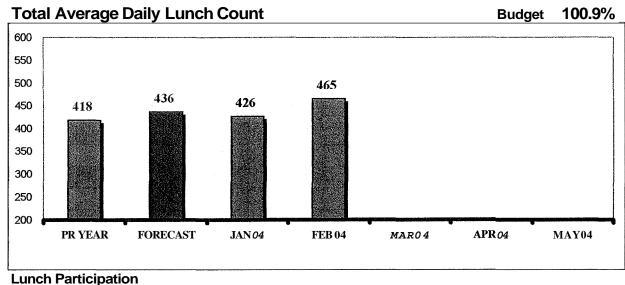
80.94%

JAN

78.02%

# Summäry





**FEB** 

85.20%

MAR

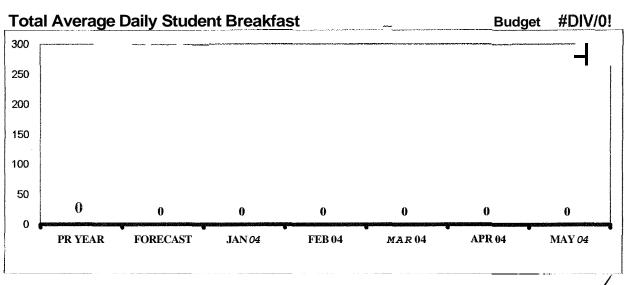
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APR

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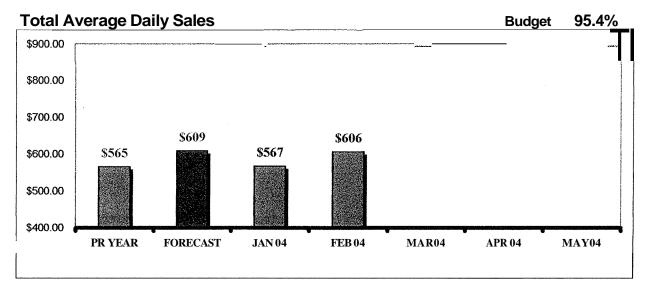
MAY

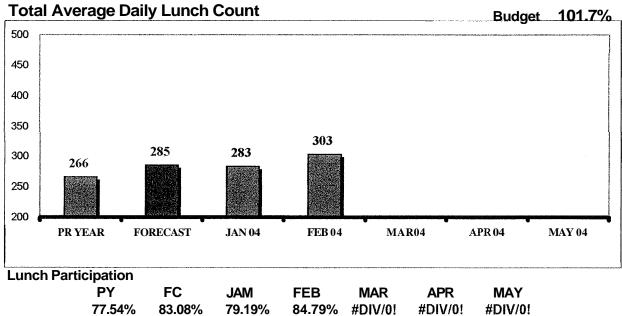
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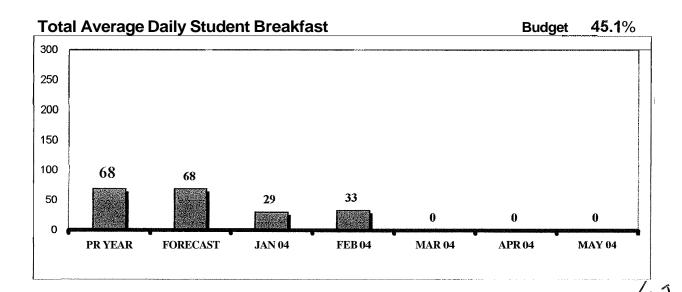


### **Bryan Building Report**

# Summäry

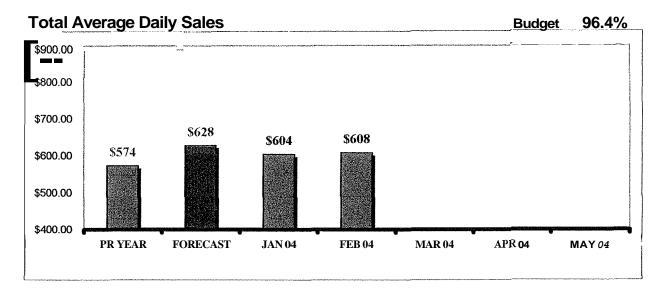


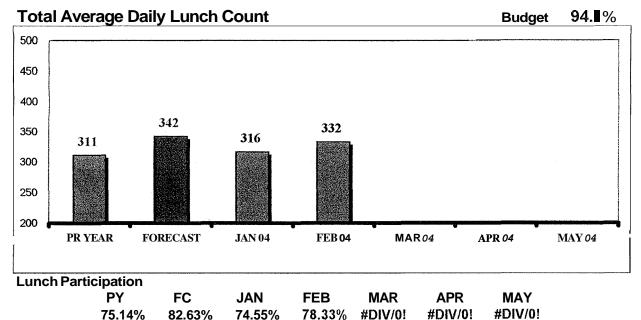


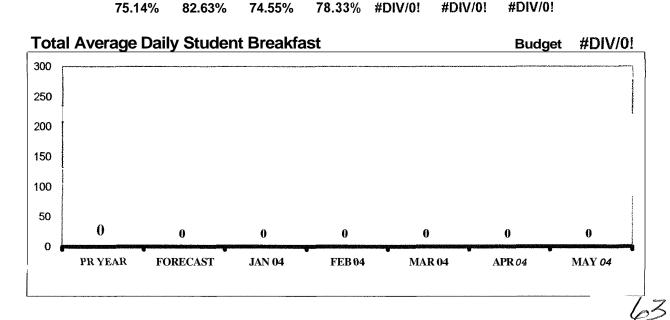


## **Cather Building Report**

## Summäry







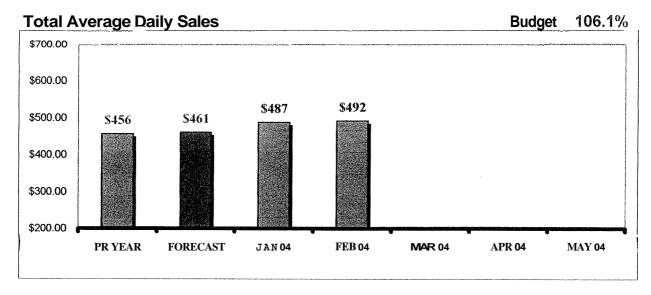
#### **Cody Building Report**

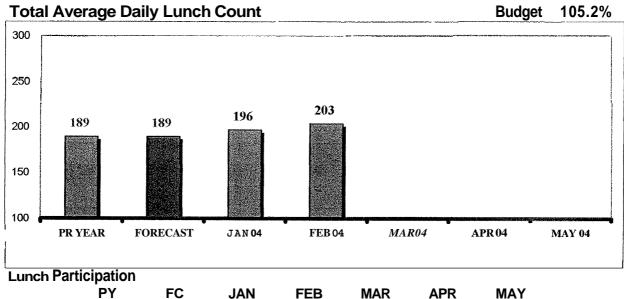
89.29%

89.29%

92.39%

## Summåry



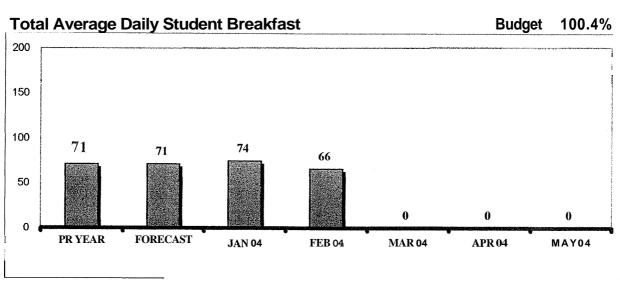


95.59%

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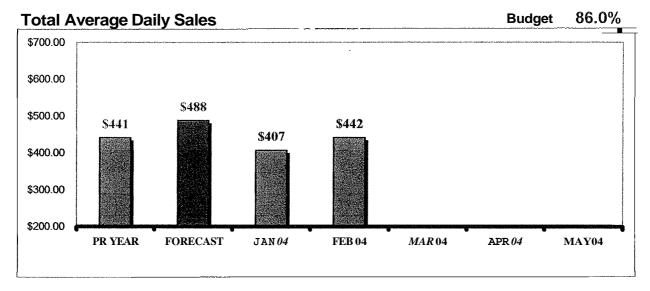
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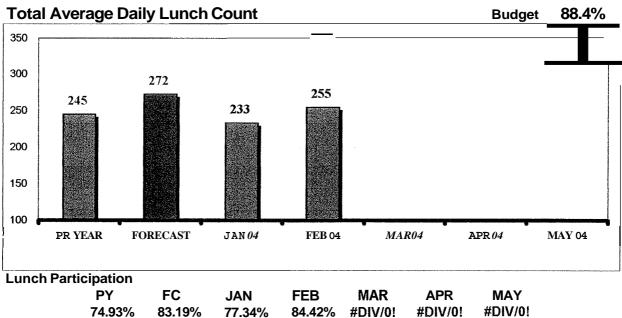


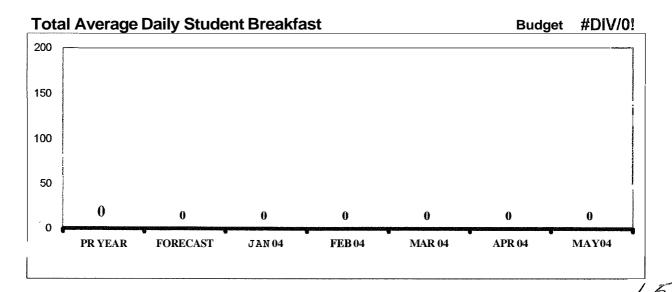
64.

#### **Cottonwood Building Report**

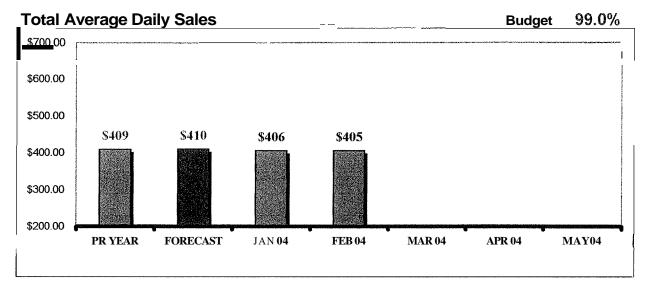
#### Summäry

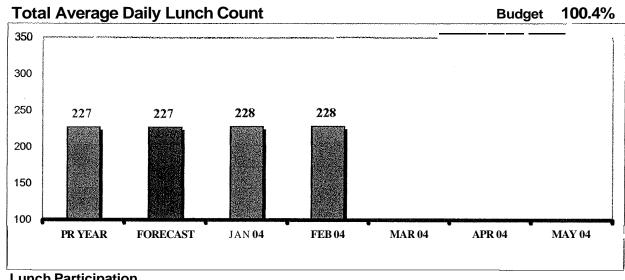




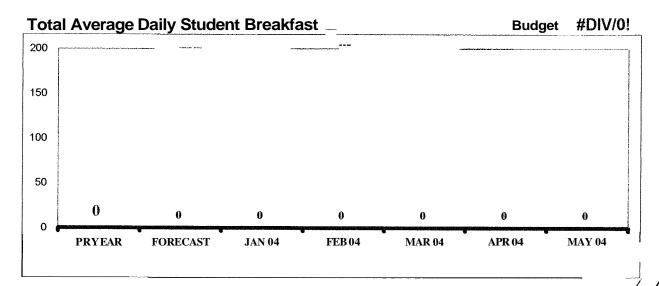


#### **Disney Building Report**









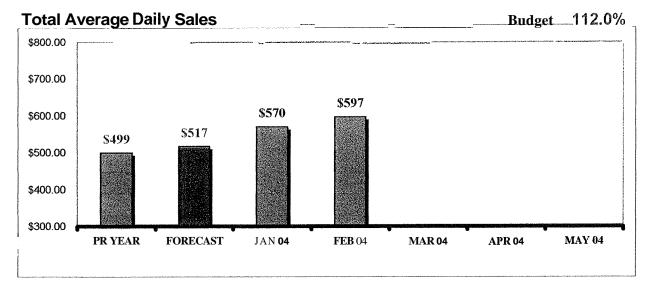
#### Ezra Millard Building Report

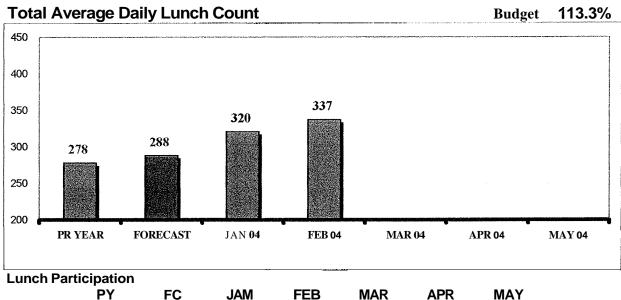
76.81%

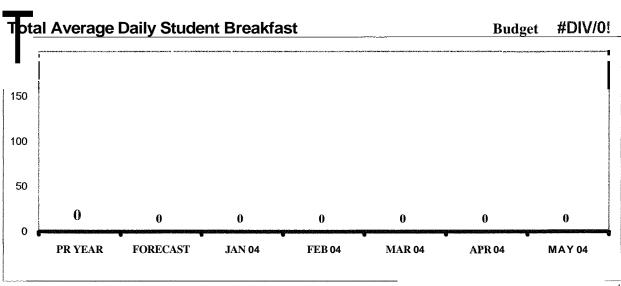
79.57%

81.11%

## Summa<sup>1</sup>ry







85.31%

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#### **Harvey Oaks Building Report**

PY

75.17%

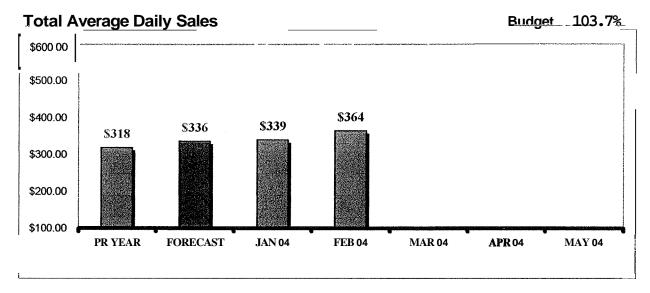
FC

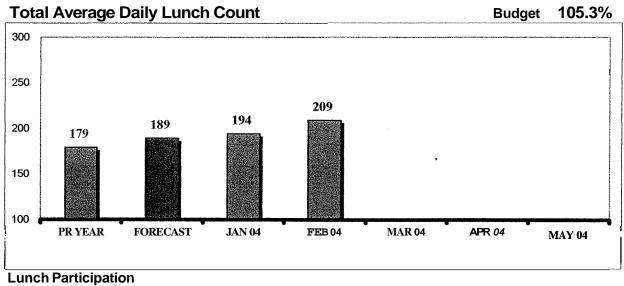
79.37%

JAN

77.68%

## **Summary**





**FEB** 

83.67%

MAR

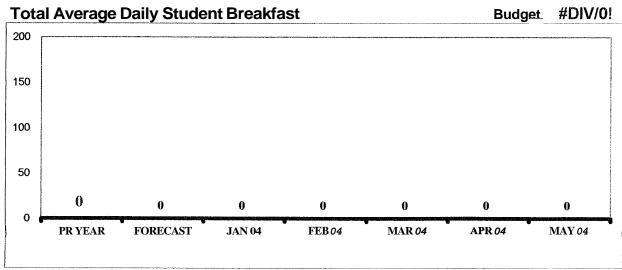
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APR

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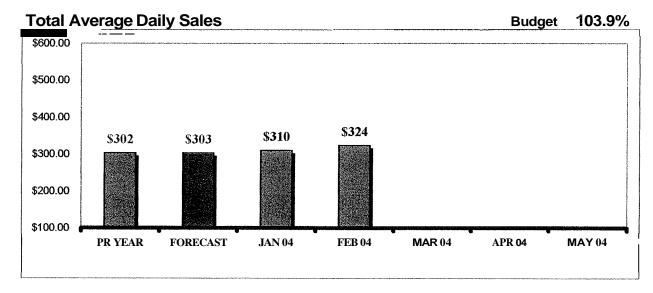
MAY

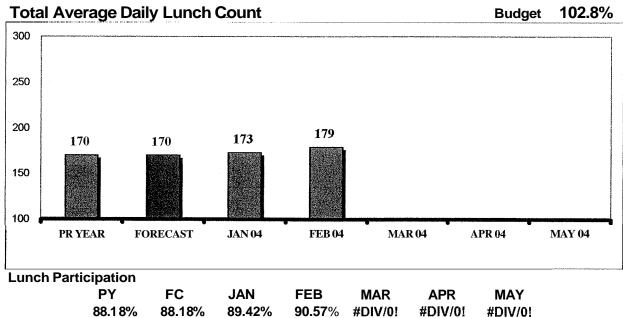
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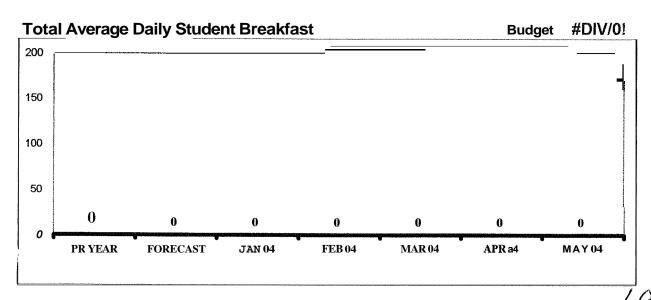


# **Hitchcock Building Report**

## Summäry

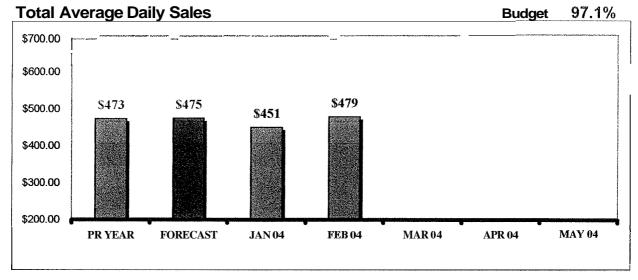


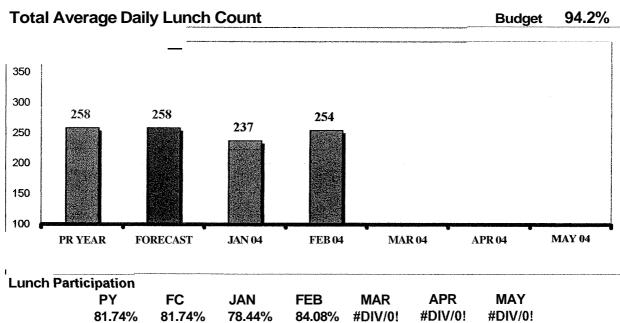


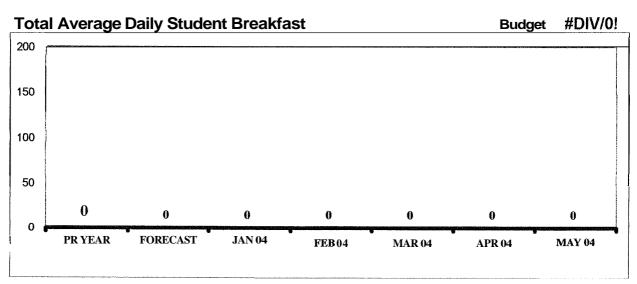


## **Holling Heights Report**

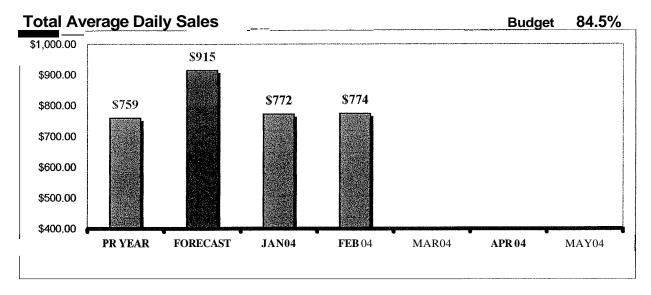
# Summ<sup>74</sup>ary

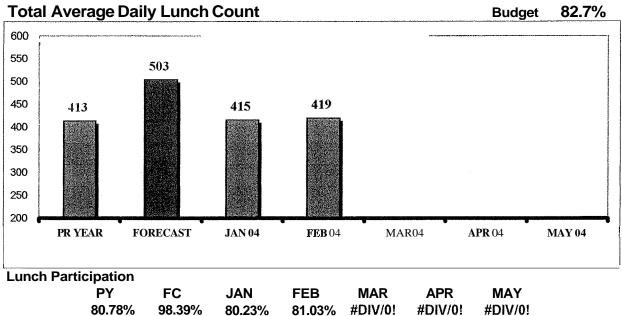


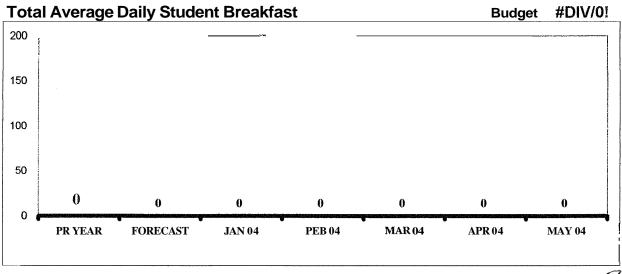




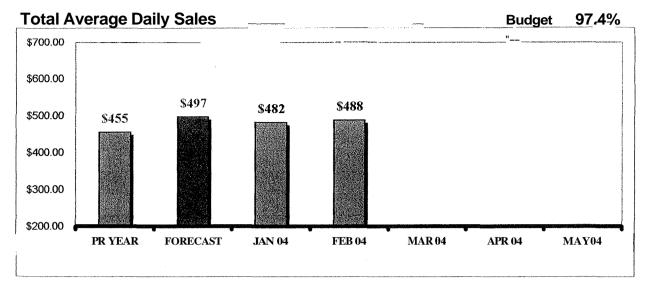
#### **Montclair Building Report**

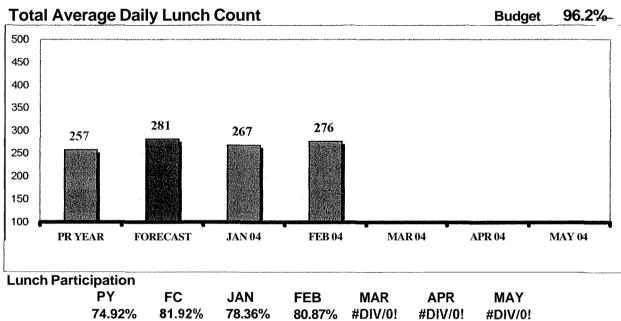


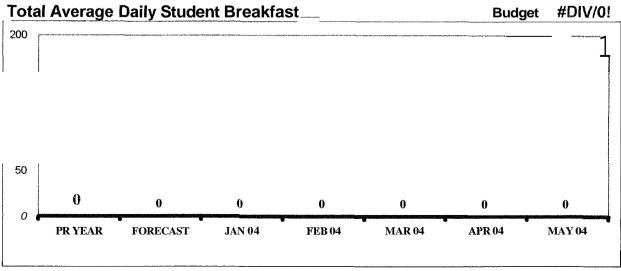




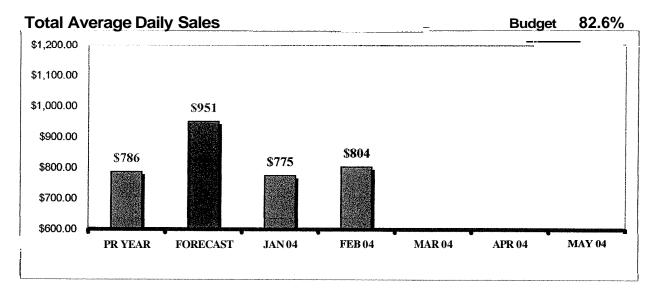
#### **Morton Building Report**

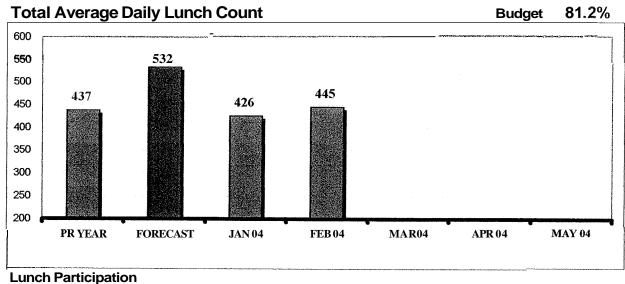


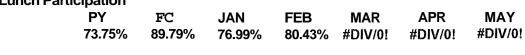


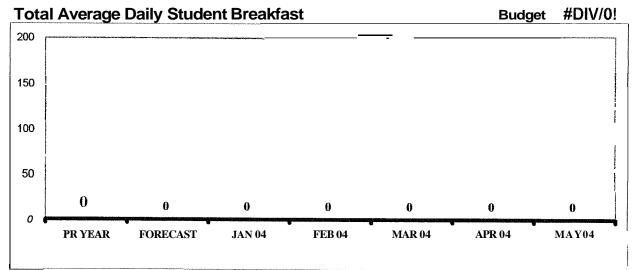


#### **Neihardt Building Report**

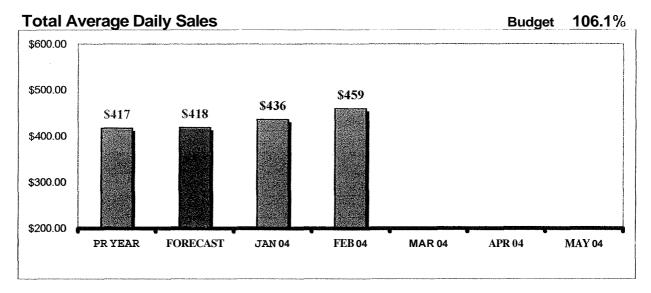


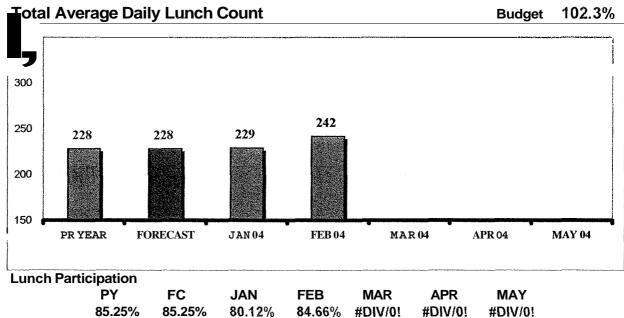


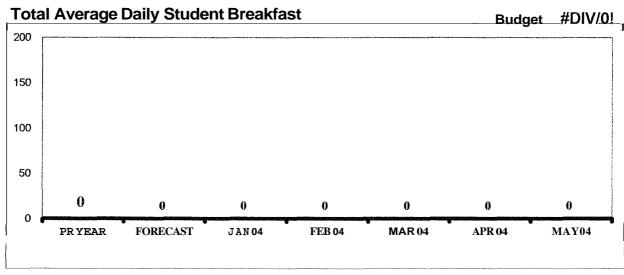




## **Norris Building Report**







### **Rockwell Building Report**

PY

86.20%

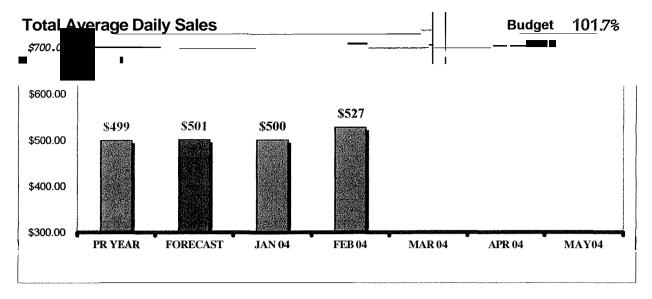
FC

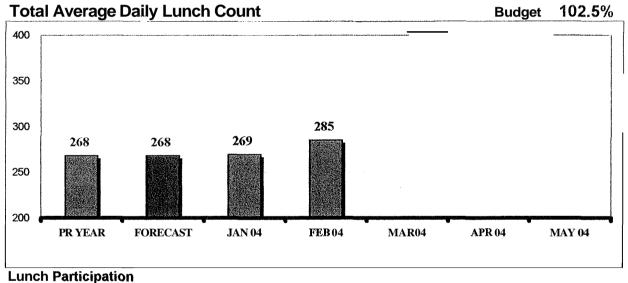
86.20%

**JAN** 

84.49%

## **Summary**





**FEB** 

89.49%

**MAR** 

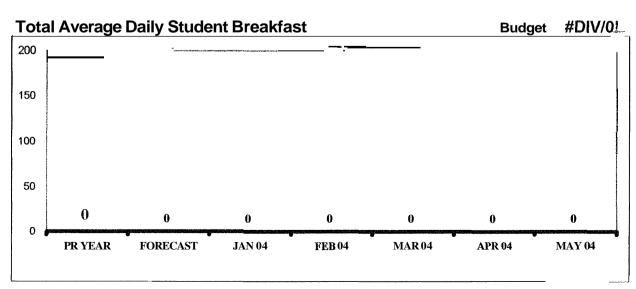
#DIV/0!

APR

#DIV/0!

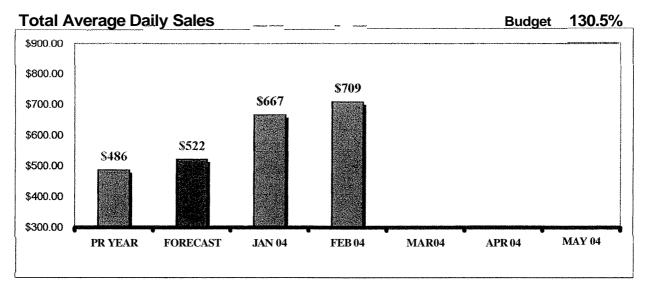
MAY

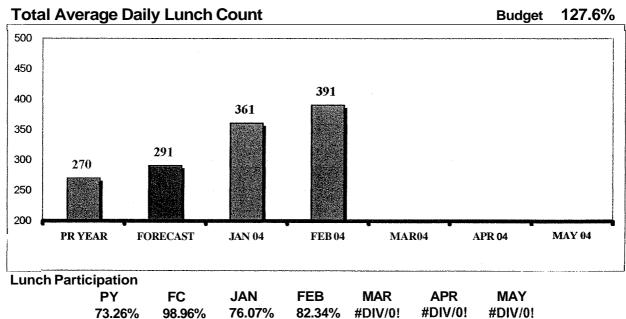
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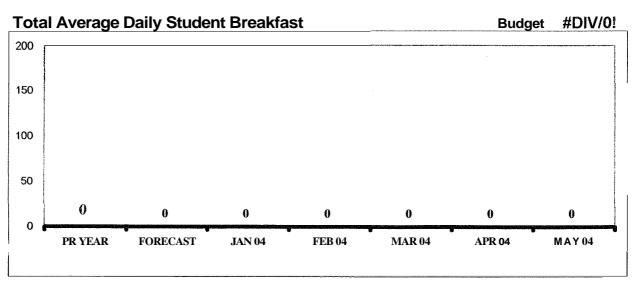


#### **Rohwer Building Report**

#### Summäry

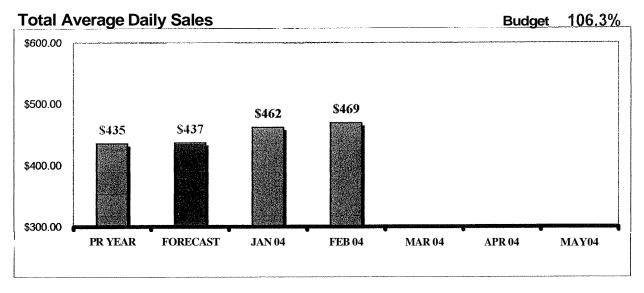


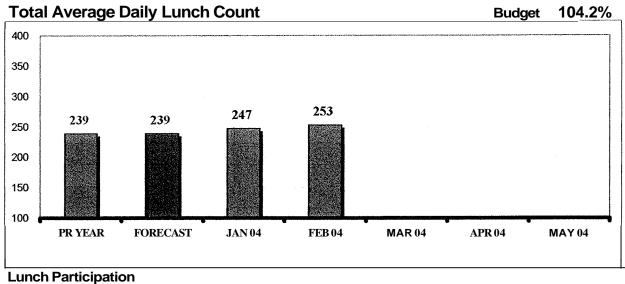


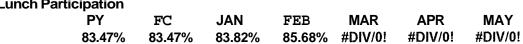


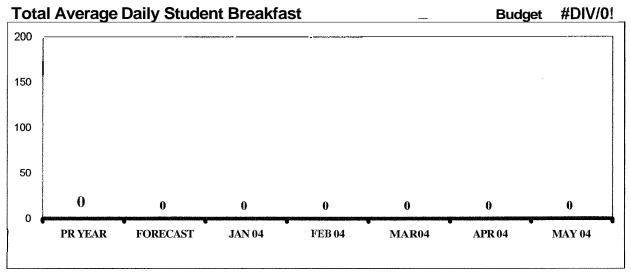
#### **Sandoz Building Report**

#### Summäry

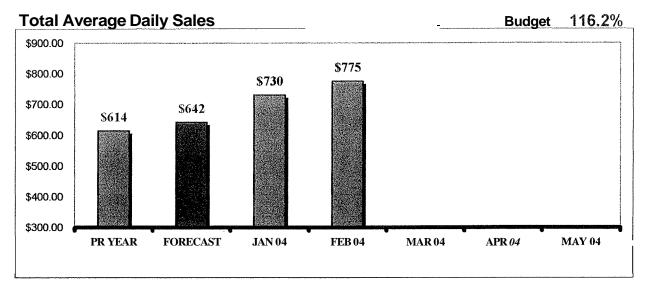


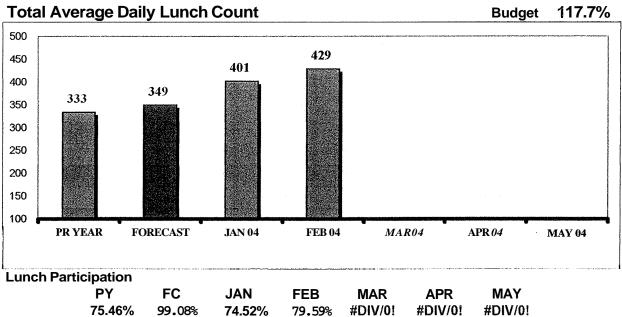


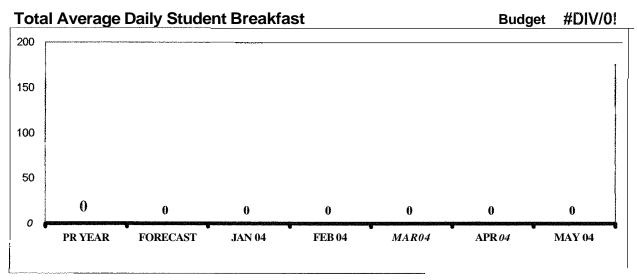




### **Wheeler Building Report**







#### Willowdale Building Report

PY

69.32%

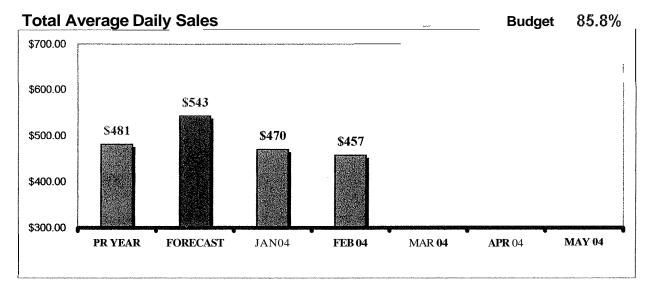
FC

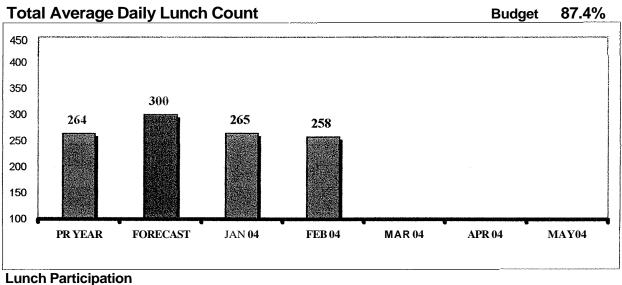
78.77%

JAN

70.89%

# Summäry



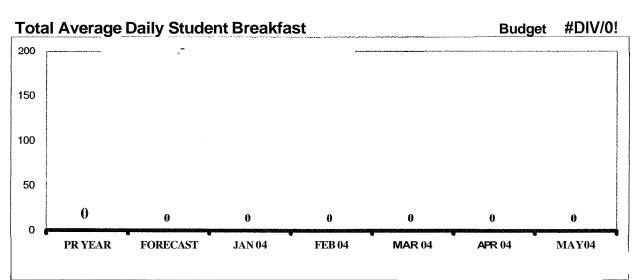


APR

#DIV/0!

MAY

#DIV/0!



**FEB** 

68.98%

MAR

#DIV/0!

