



NORWALK PUBLIC SCHOOLS  
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**Thomas Hamilton**  
*Chief Financial Officer*

MEMORANDUM

DATE: February 19, 2016  
TO: The Members of Finance Committee  
FROM: Thomas Hamilton, CFO  
RE: Food Services – Proposed Meal Pricing for FY 2016-17

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As you will recall from the 2015 audit, under the Federal Child Nutrition Program, the District needs to adjust its current meal prices to meet the minimum charge as determined by the US Department of Agriculture. It was determined that in FY 2014-15, the District was \$.02 below the minimum amount, and that an adjustment to meal prices is necessary to comply with our federal grant requirements.

In addition, based on recent history, the Food Service operation is not presently operating on a break-even basis. As noted on the attached revenue and expense analysis, for FY 2014-15, the District was required to make an \$85,000 operating subsidy to Food Services. In order to avoid having to divert educational resources into Food Service operations, I believe that the District should seek to maintain this operation on a break-even basis. I have proposed increasing our meal pricing for FY 2016-17, therefore, by the amounts noted on the attached pricing sheet.

I have asked our Food Services Director to join us at the Finance Committee meeting for this discussion. If you have any questions, please feel free to contact me.

Cc: Dr. Steven Adamowski, Superintendent of Schools  
Jim Iezzi, Director of Food Services

**SCHOOL NUTRITION PROGRAM - PROPOSED PER MEAL CHARGES FOR FY 2016-17**

	<u>Adult</u>	<u>Elementary</u>	<u>MS</u>	<u>HS</u>	<u>TOTAL</u>
# of meals	13,112	168,808	61,769	61,500	305,189
Current Cost per meal	\$ 4.00	\$ 2.40	\$ 2.75	\$ 3.25	
Total Current Revenue	\$ 52,448.00	\$ 405,139.20	\$ 169,864.75	\$ 199,875.00	\$ 827,326.95
Proposed cost per meal	\$ 4.50	\$ 2.65	\$ 3.25	\$ 3.85	
Projected Revenue	\$ 59,004.00	\$ 447,341.20	\$ 200,749.25	\$ 236,775.00	\$ 943,869.45
Increased Revenue	\$ 6,556.00	\$ 42,202.00	\$ 30,884.50	\$ 36,900.00	\$ 116,542.50

FY 2015 Food Services Revenue

Record Number	Org	Object	Project	Description	2015 Original Budget	2015 Revised Budget	2015 Actual	Variance	2014 Revised Budget	2014 Actual
1	410000	4120	67	STATE GRANT	-2,918,650.00	-2,918,650.00	-2,862,446.91	-56,203.09	0.00	-2,815,843.71
2	410000	4220	67	FEDERAL GRANT	0.00	0.00	0.00	0.00	0.00	0.00
3	410000	4379	01	SCHOOL LUNCHES	0.00	0.00	-13,383.40	13,383.40	0.00	-13,733.40
4	410000	4379	02	SCHOOL LUNCHES	0.00	0.00	-417.40	417.40	0.00	-3,961.01
5	410000	4379	03	SCHOOL LUNCHES	0.00	0.00	-172,874.98	172,874.98	0.00	-192,929.31
6	410000	4379	04	SCHOOL LUNCHES	0.00	0.00	-1,009.40	1,009.40	0.00	-664.49
7	410000	4379	05	SCHOOL LUNCHES	0.00	0.00	-152,104.73	152,104.73	0.00	-135,394.56
8	410000	4379	14	SCHOOL LUNCHES	0.00	0.00	-103,483.04	103,483.04	0.00	-83,837.84
9	410000	4379	16	SCHOOL LUNCHES	0.00	0.00	-106,094.67	106,094.67	0.00	-111,046.20
10	410000	4379	18	SCHOOL LUNCHES	0.00	0.00	-60,173.29	60,173.29	0.00	-50,681.86
11	410000	4379	19	SCHOOL LUNCHES	0.00	0.00	-68,597.14	68,597.14	0.00	-65,540.77
12	410000	4379	22	SCHOOL LUNCHES	0.00	0.00	-34,925.60	34,925.60	0.00	-28,848.70
13	410000	4379	24	SCHOOL LUNCHES	0.00	0.00	-25,659.24	25,659.24	0.00	-18,973.91
14	410000	4379	25	SCHOOL LUNCHES	0.00	0.00	-37,928.64	37,928.64	0.00	-29,549.43
15	410000	4379	28	SCHOOL LUNCHES	0.00	0.00	-30,729.23	30,729.23	0.00	-26,903.06
16	410000	4379	32	SCHOOL LUNCHES	0.00	0.00	-30,755.81	30,755.81	0.00	-24,779.62
17	410000	4379	34	SCHOOL LUNCHES	0.00	0.00	-30,299.50	30,299.50	0.00	-28,980.81
18	410000	4379	37	SCHOOL LUNCHES	0.00	0.00	-27,763.85	27,763.85	0.00	-22,180.16
19	410000	4379	39	SCHOOL LUNCHES	0.00	0.00	-41,058.23	41,058.23	0.00	-35,664.45
20	410000	4379	43	SCHOOL LUNCHES	0.00	0.00	-25,543.00	25,543.00	0.00	-17,781.05
21	410000	4379	44	SCHOOL LUNCHES	0.00	0.00	-25,589.48	25,589.48	0.00	-21,743.11
22	410000	4379	45	SCHOOL LUNCHES	0.00	0.00	-18,515.30	18,515.30	0.00	-14,673.28
23	410000	4379	49	SCHOOL LUNCHES	0.00	0.00	-19,655.64	19,655.64	0.00	-17,572.82
24	410000	4379	67	SCHOOL LUNCHES	-1,075,000.00	-1,075,000.00	399.75	-1,075,399.75	0.00	606.90
25	410000	4379	73	SCHOOL LUNCHES	0.00	0.00	0.00	0.00	0.00	0.00
26	410000	4380	67	SCHOOL CATERING	-30,000.00	-30,000.00	-46,813.89	16,813.89	0.00	-44,532.71
27	410000	4381	67	NHS-SUMMER REIMB	0.00	0.00	0.00	0.00	0.00	0.00
28	410000	4807	67	REIMBURSEMENTS OF EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00
29	410000	4826	67	OPERATING BUDGET CONTRIBUTION	0.00	0.00	-85,000.00	85,000.00	0.00	-163,700.00
30	410000	4835	67	PRIVATE SECTOR GRANT	0.00	0.00	-4,335.00	4,335.00	0.00	0.00
31	410000	4901	67	INVESTMENT INCOME	0.00	0.00	0.00	0.00	0.00	0.00
					-4,023,650.00	-4,023,650.00	-4,024,757.62	1,107.62	0.00	-3,968,909.36

Actual Expenses

\$ 4,016,682.15

Net Operating Results

\$ 8,075.47

District Subsidy

\$ 76,924.53

FY 2015 Food Services Expenses

Org	Object	Project	Description	2015 Original Budget	2015 Revised Budget	2015 Actual	2015 Variance	2014 Revised Budget	2014 Actual
410000	122	05	AIDE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,680.00
410000	122	18	AIDE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,090.00
410000	122	67	AIDE	\$ 60,000.00	\$ 60,000.00	\$ 67,648.18	\$ (7,648.18)	\$ 60,720.00	\$ 55,755.00
410000	126	67	NON-AFFILIATED	\$ 260,000.00	\$ 81,000.00	\$ 89,857.70	\$ (8,857.70)	\$ 214,810.00	\$ 286,578.40
410000	127	03	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 1,219.31	\$ (1,219.31)	\$ -	\$ 380.48
410000	127	05	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 42,439.22	\$ (42,439.22)	\$ -	\$ 7,248.05
410000	127	14	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 32,758.99	\$ (32,758.99)	\$ -	\$ 9,609.63
410000	127	16	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 10,061.56	\$ (10,061.56)	\$ -	\$ 1,454.77
410000	127	18	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 6,107.51	\$ (6,107.51)	\$ -	\$ 1,832.64
410000	127	19	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 8,462.02	\$ (8,462.02)	\$ -	\$ 1,395.86
410000	127	24	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 13,488.58	\$ (13,488.58)	\$ -	\$ 2,093.62
410000	127	25	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 2,312.99	\$ (2,312.99)	\$ -	\$ 106.80
410000	127	28	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 4,058.47	\$ (4,058.47)	\$ -	\$ 233.76
410000	127	32	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 4,606.49	\$ (4,606.49)	\$ -	\$ 1,051.32
410000	127	34	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 5,940.70	\$ (5,940.70)	\$ -	\$ 752.15
410000	127	37	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 7,976.49	\$ (7,976.49)	\$ -	\$ 924.54
410000	127	39	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 2,504.94	\$ (2,504.94)	\$ -	\$ 1,468.50
410000	127	43	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 5,023.54	\$ (5,023.54)	\$ -	\$ 175.32
410000	127	44	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 3,484.53	\$ (3,484.53)	\$ -	\$ 654.18
410000	127	45	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 3,658.81	\$ (3,658.81)	\$ -	\$ 934.50
410000	127	49	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 3,953.24	\$ (3,953.24)	\$ -	\$ 4,870.16
410000	127	67	OTHER NON-CERTIFIED	\$ -	\$ -	\$ 6,706.00	\$ (6,706.00)	\$ -	\$ 1,151.34
410000	212	67	FRINGE BENEFITS	\$ 1,385,000.00	\$ 1,385,000.00	\$ 1,319,900.69	\$ 65,099.31	\$ 1,386,098.00	\$ 1,357,930.26
410000	230	67	RETIREMENT BENEFITS	\$ 300,000.00	\$ 293,758.54	\$ 184,274.00	\$ 109,484.54	\$ 278,047.00	\$ 278,046.60
410000	330	67	OTHER PROF TECH SERVICES	\$ 114,000.00	\$ 134,962.00	\$ 134,962.00	\$ -	\$ 112,571.00	\$ 112,571.00
410000	421	67	DISPOSAL SERVICES	\$ 260,000.00	\$ -	\$ -	\$ -	\$ 212,500.00	\$ 207,241.18
410000	435	67	REPAIRS-REFRIGERATION	\$ 5,250.00	\$ 5,250.00	\$ 5,250.00	\$ -	\$ 5,250.00	\$ 5,250.00
410000	436	67	REPAIRS-ELEC EQUIP	\$ 22,000.00	\$ 24,000.00	\$ 23,180.00	\$ 820.00	\$ 17,650.00	\$ 21,039.00
410000	437	67	REPAIRS-VEHICLES	\$ 8,000.00	\$ 8,000.00	\$ 25,918.44	\$ 4,081.56	\$ 21,000.00	\$ 21,719.09
410000	438	67	REPAIRS-CASH REGISTERS	\$ 10,000.00	\$ 10,000.00	\$ 378.97	\$ 7,621.03	\$ 7,761.66	\$ 7,760.91
410000	440	67	RENTALS	\$ 4,000.00	\$ 3,006.63	\$ 9,995.00	\$ 5.00	\$ 9,000.00	\$ 7,914.00
410000	490	67	SECURITY SERVICES	\$ 6,300.00	\$ 6,300.00	\$ -	\$ 3,006.63	\$ 1,000.00	\$ 75.00
410000	521	67	GEN LIAB/PROPERTY INS	\$ 28,350.00	\$ 6,300.00	\$ 5,172.99	\$ 1,127.01	\$ 6,300.00	\$ 5,984.92
410000	530	67	COMMUNICATIONS	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 27,487.00	\$ 30,307.22
410000	540	67	ADVERTISING	\$ -	\$ -	\$ -	\$ -	\$ 5,673.60	\$ 5,735.47
410000	580	67	TRAVEL	\$ 2,000.00	\$ 1,000.00	\$ 509.32	\$ 490.68	\$ 530.00	\$ 699.56
410000	614	67	POSTAGE	\$ 200.00	\$ -	\$ -	\$ -	\$ 600.00	\$ 784.80
410000	615	67	PAPER/CLEANING SUPPLIES	\$ 130,000.00	\$ -	\$ -	\$ -	\$ 200.00	\$ 187.63
410000	617	67	SMALLWARES	\$ 10,500.00	\$ 10,500.00	\$ 1,848.75	\$ 8,651.25	\$ 121,300.45	\$ 127,867.38
410000	618	67	MISC	\$ -	\$ 4,335.00	\$ 4,538.66	\$ (203.66)	\$ 10,400.00	\$ 10,369.52
410000	619	67	MISC	\$ 10,000.00	\$ -	\$ (246.26)	\$ 246.26	\$ -	\$ -
410000	637	67	USDA	\$ 12,500.00	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 7,992.19
410000	638	67	SUMMER FEEDING PROGRAM	\$ -	\$ 68,542.83	\$ 53,701.46	\$ 14,841.37	\$ -	\$ -
410000	639	67	MISC	\$ 1,330,000.00	\$ -	\$ -	\$ -	\$ 1,321,381.87	\$ 1,330,802.28
410000	690	67	OTHER SUPPLIES AND MATER	\$ 38,250.00	\$ 10,250.00	\$ 6,841.39	\$ 3,408.61	\$ 41,375.42	\$ 35,648.52
410000	739	67	NON-INSTRUCTIONAL EQUIPMENT	\$ -	\$ 85,000.00	\$ 88,331.09	\$ (3,331.09)	\$ -	\$ -
410000	740	67	AMORTIZATION/DEPRECIATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
410000	810	67	DUES,FEES AND MEMBERSHIP	\$ 1,800.00	\$ -	\$ -	\$ -	\$ -	\$ -
415011	126	67	NON-AFFILIATED	\$ -	\$ 204,411.41	\$ 122,216.95	\$ 82,194.46	\$ 1,416.00	\$ 1,415.60
415011	330	67	OTHER PROF TECH SERVICES	\$ -	\$ 210,422.69	\$ 210,422.69	\$ -	\$ -	\$ -

FY 2015 Food Services Expenses

415011	521	67	GEN LIAB/PROPERTY INS	\$	34,950.00	\$	34,907.96	\$	42.04	\$	-	\$	-
415011	530	67	COMMUNICATIONS	\$	8,500.00	\$	7,078.00	\$	1,422.00	\$	-	\$	-
415011	540	67	ADVERTISING	\$	3,000.00	\$	1,368.00	\$	1,632.00	\$	-	\$	-
415011	580	67	TRAVEL	\$	1,000.00	\$	840.15	\$	159.85	\$	-	\$	-
415011	614	67	POSTAGE	\$	200.00	\$	95.14	\$	104.86	\$	-	\$	-
415011	615	67	PAPER/CLEANING SUPPLIES	\$	132,977.31	\$	108,526.09	\$	24,451.22	\$	-	\$	-
415011	619	67	MISC	\$	-	\$	246.26	\$	(246.26)	\$	-	\$	-
415011	637	67	USDA	\$	12,500.00	\$	4,357.81	\$	8,142.19	\$	-	\$	-
415011	639	67	MISC	\$	1,309,588.59	\$	1,324,707.07	\$	(15,118.48)	\$	-	\$	-
415011	690	67	OTHER SUPPLIES AND MATER	\$	25,000.00	\$	5,820.52	\$	19,179.48	\$	-	\$	-
415011	700	67	PROPERTY	\$	30,000.00	\$	9,269.74	\$	20,730.26	\$	-	\$	-
			TOTAL	\$	4,023,650.00	\$	4,016,682.15	\$	176,772.85	\$	3,881,206.00	\$	3,969,886.65