

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Rd.
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL DISTRICT

FOOD SERVICE/WELLNESS COMMITTEE

**Monday, January 9, 2023
SAU Office**

6:00 PM

Minutes

Committee Members:

- Richard Dunning, Chair
- Greg Kriebel
- Michael Hoyt
- Liz Swan
- Kelly Parker

Present: Richard Dunning, Lori Schmidt, Seven Rumbolt, Fresh Picks District Manager; Chris Faro, Fresh Picks Vice-President

1. Call Meeting to Order

Dick Dunning said that there is not a quorum so the meeting cannot be called to order.

2. Accept Minutes of November 14, 2022

Passed over.

3. Review Monthly Financial Report & Vendor Presentation

Lori Schmidt said that it appears our revenues are up some but expenses are up as well. Losses are up more than expected; we should be at \$80,000 loss but are over that by \$55,000.

Is there any relief in food costs?

Chris Faro said that it is evident at the grocery store that food costs are up. Work to get a better handle on costs is work that Steve Rumbolt is working on.

Budgeted money to offset losses.

Chris Faro said that \$220,667 is budgeted to offset the loss in revenue from the lunch program. It is the amount of expenses that exceed the revenue.

Food and paper costs are running high right now.

Lori Schmidt asked about labor costs. There is a \$100 variance between what was budgeted and year to date. How is it so close when we are understaffed?

Steve Rumbolt said that float labor has come in to address shortages. That is management coming in to assist.

Chris Faro said that wages have gone up.

Lori Schmidt asked if there is consideration to increase wages from the \$13.00 per hour rate to help.

Chris said that wages have increased significantly in the district. Food service typically pays lower rates; they have come up some.

Raising the meal prices can take place but would affect the subsidy and potentially participation.

The model of having eleven schools is prohibitive. We travel to schools to deliver twenty meals; we cannot have people stay there to serve the meals.

Dick Dunning asked the plan.

Chris Faro said that moving to a satellite program for some of the smaller schools might help.

Oliver packaging is heat-sealed packaging that holds the temperature of the food better. Moving to

a model where the meal would be packaged and go to the schools that way and then handed out by school staff. That way, paying for a four- or five-hour position can be avoided. Paying a stipend to the staff member to serve might help.

Dick Dunning asked about what happens when a parent forgets to call in to order a meal.

Chris Faro said that teachers take lunch orders in the morning and it gets sent to South Meadow School. There would have to be a process in place to add a meal on. This has been done in other places.

Can parents order one week at a time or is it each day?

Chris said that it would depend on the system used. Is this being looked at for this year or next? It depends on what is being asked.

Dick Dunning said that this would have to be brought to the full board. Once we have a recommendation, the board can be asked for approval.

Chris said that it could be phased in. Meal orders could continue to be collected the way we do now and then ease into online ordering.

Steve Rumbolt said that the only real change is asking someone at the school to hand out the meals. Lori said that is not much of a change at some of the schools.

Dick said that having someone at the school to receive it and hand it out is the change.

The Fresh Picks employee would load the warmer or cooler depending on the food item. The school staff would hand it out.

Chris said that in the first phase it is simple; the food is put on a tray.

Training school staff is important to comply with regulations. Four hours each year is required.

Training was discussed. Maintaining compliance and ease of serving is a goal.

An upgrade might be needed to the Meals Plus system to allow ConVal to go cashless.

Dick Dunning said that the approval to go to a sealed meal would be asked of the board. Would it be easier to do all schools at once or a phase in?

Steve said that it would be easier to do all schools at once but often easing in is better for some schools.

Dick said that if we initiate it, let's do it in all the schools and set the stage so that it can be successful. He will advocate for this to move forward with the board. The receiving schools would be made aware of the change.

Right now, if Fresh Picks is fully staffed, they deliver and serve. If not, they deliver and the school serves.

Lori Schmidt asked if this would also help with the integrity of serving meals to students with food allergies.

Steve said that it would certainly help. This plan would also reduce three vans down to two.

Can this be done with the current staff and not laying anyone off? Absolutely.

This would only impact the smaller six schools.

There are cost savings here for both Fresh Picks and the district. It is more efficient as well. It is the software that is going to be the key.

How do we address students whose parents forget to order? The parent can still call in to order. If a family forgets altogether a cold meal option could be provided that would hold for several days.

Steve said that typically, South Meadow School will get the document and break it down. They will round up and send food over. The other is to send over several extra cold options.

Dick Dunning said that parents who don't pay is a bit of a rub. If I order a meal and I haven't paid does the food service know that? Chris confirmed that they do. With NH Law, a full complete meal that is offered to everyone must be provided. No meal can be denied.

Dick said that it is not okay for those families that never attempt to pay.

Dick asked for a sample container to share with the board so that they get an idea of what is being asked.

Steve Rumbolt said that it is better packaging. It is food made in house, and packaged to travel. It improves the quality of the meal. It is sealed.

Chris Faro will provide a timeline for this committee to share with the board.

Chris Faro said that this saves money. The \$220K subsidy will be budgeted at a lower rate.

Chris said that they are running behind budget on food and paper and that is for Fresh Picks to clean up.

On a different topic, Chris Faro said that it came to his attention that at some point in time Fresh Picks was asked to stop serving pizzas.

Lori Schmidt said that a particular vendor was asked not to be used but not to altogether stop serving pizza.

Dick Dunning agreed to pick up several meals to bring to the board so they can see.

Discussion took place about the software system that would be preferred over what is currently used.

4. Other

None.

5. Adjourn

Dick Dunning adjourned the meeting at 7:06 p.m.

Respectfully submitted,

Brenda Marschok