

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE
STRATEGIC PLANNING SUB COMMITTEE MEETING
Wednesday September 19, 2018
Wilton-Lyndeborough Cooperative M/H School
7:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Approve Minutes
- IV. Discussion of Strategic Planning Topics
 - A. Food Service
 - 1. Robert Deignan
 - B. Administrative structure & M/S Configuration
- V. Discussion of next steps
 - A. Information Needed
- VI. Set Meeting Dates
- VII. Adjournment

Wilton-Lyndeborough Cooperative School District
Food Service Program - Income Statement
For the Period 7/1/16 to 6/30/17

Fiscal Year 2016-17

REVENUE					
LineDesc		Budget	YTD	BudgetBalance	Used Percent
21.1610.000.00.00000	Food Svc Sales - Lunch	\$94,250.00	\$95,773.70	(\$1,523.70)	101.62%
21.1611.000.00.00000	Food Svs Sales - Breakfast	\$11,861.00	\$9,580.30	\$2,280.70	80.77%
21.1612.000.00.00000	Food Svs Sales - Milk	\$13,750.00	\$453.00	\$13,297.00	3.29%
21.1615.000.00.00000	Food Svs Sales - Snacks	\$6,000.00	\$2,686.75	\$3,313.25	44.78%
21.1624.000.00.00000	Misc/Vending Sales	\$500.00	\$54.48	\$445.52	10.90%
21.1630.000.00.00000	Catering/Food Sales	\$2,810.00	\$738.20	\$2,071.80	26.27%
21.1920.000.00.00000	Food Service Donations	\$2,000.00	\$0.00	\$2,000.00	0.00%
21.1990.000.00.00000	Food Service Misc Revenue	\$50.00	\$0.00	\$50.00	0.00%
21.3260.000.00.00000	Child Nutrition - State Lunch	\$2,985.00	\$2,480.20	\$504.80	83.09%
21.3261.000.00.00000	Child Nutrition - State Breakfast	\$535.00	\$419.13	\$115.87	78.34%
21.4560.000.00.00000	Child Nutrition - Federal Lunch	\$62,859.00	\$60,599.18	\$2,259.82	96.40%
21.4561.000.00.00000	Child Nutrition - Federal Breakfast	\$21,750.00	\$18,945.85	\$2,804.15	87.11%
21.4562.000.00.00000	Child Nutrition - Federal Milk	\$250.00	\$699.79	(\$449.79)	279.92%
21.4563.000.00.00000	Child Nutrition - Federal Snack	\$0.00	\$0.00	\$0.00	0.00%
21.4590.000.00.00000	USDA Commodities	\$0.00	\$0.00	\$0.00	0.00%
21.5210.000.00.00000	Transfer from General	\$0.00	\$0.00	\$0.00	0.00%
		\$219,600.00	\$192,430.58	\$27,169.42	87.63%
EXPENDITURE					
LineDesc		Budget	YTD	BudgetBalance	Used Percent
21.3110.116.00.00000	F/Svc Supvr Salary	\$40,000.00	\$40,000.00	\$0.00	100.00%
21.3110.211.00.00000	F/Svc Supvr Medical	\$2,000.00	\$2,000.00	\$0.00	100.00%
21.3110.212.00.00000	F/Svc Supvr Dental	\$1,632.00	\$1,632.00	\$0.00	100.00%
21.3110.213.00.00000	F/Svc Supvr Life Ins	\$67.20	\$52.22	\$14.98	77.71%
21.3110.214.00.00000	F/Svc Supvr Disability Ins	\$74.64	\$58.10	\$16.54	77.84%
21.3110.220.00.00000	F/Svc Supvr FICA	\$3,213.00	\$3,212.95	\$0.05	100.00%
21.3110.250.00.00000	F/Svc Supvr U/C	\$145.60	\$250.40	(\$104.80)	171.98%
21.3110.260.00.00000	F/Svc Supvr W/C	\$944.00	\$0.00	\$944.00	0.00%
21.3120.116.00.00000	F/Svc Wkrs Salary	\$53,121.37	\$54,488.79	(\$1,367.42)	102.57%
21.3120.211.00.00000	F/Svc Wkrs Medical Ins	\$10,536.40	\$10,109.58	\$426.82	95.95%
21.3120.213.00.00000	F/Svc Wkrs Life Ins	\$126.00	\$97.86	\$28.14	77.67%
21.3120.214.00.00000	F/Svc Wkrs Disability Ins	\$84.48	\$65.80	\$18.68	77.89%
21.3120.220.00.00000	F/Svc Wkrs FICA	\$4,216.79	\$4,187.85	\$28.94	99.31%
21.3120.250.00.00000	F/Svc Wkrs U/C	\$482.30	\$468.92	\$13.38	97.23%
21.3120.260.00.00000	F/Svc Wkrs W/C	\$1,253.67	\$0.00	\$1,253.67	0.00%
21.3120.430.00.00000	F/Svc Repairs & Maint	\$4,070.00	\$1,963.02	\$2,106.98	48.23%
21.3120.580.00.00000	F/Svc Travel & Conferencs	\$900.00	\$916.83	(\$16.83)	101.87%
21.3120.610.00.00000	F/Svc Non Food Supplies	\$7,000.00	\$5,582.31	\$1,417.69	79.75%
21.3120.612.00.00000	F/Svc Office/Marketing Supplies	\$1,715.00	\$618.98	\$1,096.02	36.09%
21.3120.613.00.00000	F/Svc Postage & Del	\$400.00	\$151.68	\$248.32	37.92%
21.3120.614.00.00000	F/Svc Uniforms	\$275.00	\$0.00	\$275.00	0.00%
21.3120.615.00.00000	F/Svc Chemicals	\$900.00	\$83.76	\$816.24	9.31%
21.3120.617.00.00000	F/Svc Kitchen Supplies	\$500.00	\$274.45	\$225.55	54.89%
21.3120.623.00.00000	F/Svc Bottled Gas	\$10.00	\$10.94	(\$0.94)	0.00%
21.3120.630.00.00000	F/Svc Food Supplies	\$60,312.55	\$59,155.19	\$1,157.36	98.08%
21.3120.631.00.00000	F/Svc Milk	\$14,089.00	\$13,243.50	\$845.50	94.00%
21.3120.632.00.00000	F/Svc Snacks	\$6,700.00	\$3,553.25	\$3,146.75	53.03%
21.3120.633.00.00000	F/Svc USDA Commodities	\$1,300.00	\$1,184.25	\$115.75	91.10%
21.3120.650.00.00000	F/Svc Software	\$2,260.00	\$2,236.00	\$24.00	98.94%
21.3120.732.00.00000	F/Svc New Equipment	\$151.00	\$150.47	\$0.53	99.65%
21.3120.735.00.00000	F/Svc Replace Equipment	\$660.00	\$658.92	\$1.08	99.84%
21.3120.810.00.00000	F/Svc Dues & Fees	\$285.00	\$273.50	\$11.50	95.96%
21.3120.890.00.00000	F/Svc Misc	\$175.00	\$14.19	\$160.81	8.11%
		\$219,600.00	\$206,695.71	\$12,904.29	94.12%
NET REVENUE(LOSS)		\$0.00	(\$14,265.13)	\$14,265.13	(\$0.06)

**WILTON-LYNDEBOROUGH COOPERATIVE
STRATEGIC PLANNING SUB COMMITTEE MEETING MINUTES
THURSDAY, SEPTEMBER 6, 2018
WLC M/H School Conference Room**

Committee Members: Chair Jonathan Vanderhoof, Jennifer Bernet, Harry Dailey, Carol LaBlanc, Lisa Post.

Present: Jonathan Vanderhoof, Jennifer Bernet, Harry Daily, Lisa Post.

I. CALL TO ORDER: Chairman Vanderhoof called the meeting to order at 7:07 p.m.

II. PUBLIC COMMENT: Public not present.

III. Approve Meeting Minutes:

A Motion was made by Jon Vanderhoof, Seconded by Harry Dailey to accept the August 23, 2018 minutes as written.

IV. Discussion of Strategic Planning Topics:

a. Food Service

The Committee discussed the quote for non-disposable food service items and questioned if there is enough time between breakfast and lunch to for washing dishes and if this option would require additional staff. The Committee will request the Food Service Director, Bob Deignon attend the next Committee meeting to educate the committee on logistics and processes: buying, preparing, serving along with employee training needs. The third-party provider, FreshPicks Café, option was reviewed and committee members agreed it would be good to visit schools that use the service in addition to having them come to our district for an assessment and cost estimate. Training of current Food Service personnel was discussed.

b. Calendar

The Committee discussed the possibility of adding three half-day teacher workshops onto current half day schedule, as well as, shortening or eliminating February vacation and having one vacation the first week of April.

c. Administrative/Staffing Structure

There was continued discussion regarding a change to the Middle School configuration, in addition to looking at a Department Head model at WLC MS/HS versus the Assistant Principal position and the connection between the two options. We will receive feedback from a committee of teachers and administrators at the mid-October Joint Budget Session.

V. Discussion of Next Steps:

a. Information Needed:

- i. Food Service Director to attend the next meeting
- ii. Contact FreshPicks Café to obtain a site visit and quote

b. Deadlines

- i. 5th Budget Session: Curriculum, Line Item, Grants, Food Service, Revenue

VI. Schedule Next Meeting:

- a. Thursday, September 13, 2018 at WLC M/H School

VII. Adjournment:

A Motion was made by Mr. Dailey to adjourn the meeting; Seconded by Mrs. Post. Voting: All Ayes. Motion passed.

Respectfully Submitted,
Lisa Post