

Budget and Finance Committee Notes
Monday, July 21, 2008, 5:30 PM

Attending: Board Members Garrity and Wetmore; Administrators Petrizzo. Absent: Burke, Luccarelli. Guest: Bill Gerichter of Edvocate

Food Service: 2007-08 Financial Results, 2008-09 Menu Prices, Consultant Contract Renewal

The food service surplus for 07-08 was \$30,739. This was despite new state rules banning sale of all non-nutritious items, and is net of our food service consultant's fee. Sales were up about \$50K. Since there was no price increase, this reflects increased purchases. At their year end meeting with our food consultant, our parent group presidents raised no issues, and reviewed and understood the need for the proposed 08-09 price increases.

We reviewed Chartwell's operational goals for 08-09, which include whole wheat bagels at all schools, a full hot breakfast bar at HHS, no parent group food issues, and a \$25K year end guaranteed profit.

With the Pepsi contract now ended, we will be operating the district's beverage vending machines, and hope to generate \$25K year end profits from that. Vending profits are not guaranteed. We reviewed products offered and proposed prices. This will be a benchmark year since we have not previously handling our own vending.

We reviewed the rise in food and diesel fuel prices this year, and the proposed food service price increases. The entrée combo price would rise \$0.25 to \$2.50 at VS and IH, and remain unchanged at Satz and HHS. Less than half of the a la carte items in each building would increase between \$0.10 and \$0.25 each, reflecting double digit increases in the cost of flour, bread, rice and pasta, milk, cooking oil and transportation costs.

We also reviewed the renewal contract for Bill Gerichter, d.b.a. Edvocate, our food service consultant, which includes a 4% increase. The fee is covered as part of the food service agreement. He keeps us abreast of regulations (e.g., nutrition), meets regularly with parent reps, and closely monitors our food service provider.

The committee recommends the proposed 08-09 menu pricing and the contract renewing Edvocate's services, both on the July 23, 2008, Board agenda.

Advertising: CMA toured our facilities and recommends focusing on placing ads at HHS. They believe they can market a four part basic package, which would include an ad at Roggy, the Indoor Sports Arena (gym), the Commons and on the website, for \$3,500 annually. They estimate space would permit 20 advertisers. Additional signage opportunities include the school marquee, Roggy scoreboard, Roggy press box and Sports Arena (gym) scoreboard. We discussed the Commons signage, proposed for the brick columns. The committee is comfortable, but recommends the whole board review this element. CMA's packet includes photos of mock ads in the proposed locations.

Energy Management Consulting Services: Seven companies expressed interest, but only one actually bid since we wanted a no-loss guarantee. The bidder will present at the July 23, 2008 Board meeting. We will vote on the contract in August, and hope to begin work October 1.

Next Meeting: 5:30 PM, Monday, August 18, 2008

Respectfully submitted,
Barbara Garrity