

Food and Nutrition

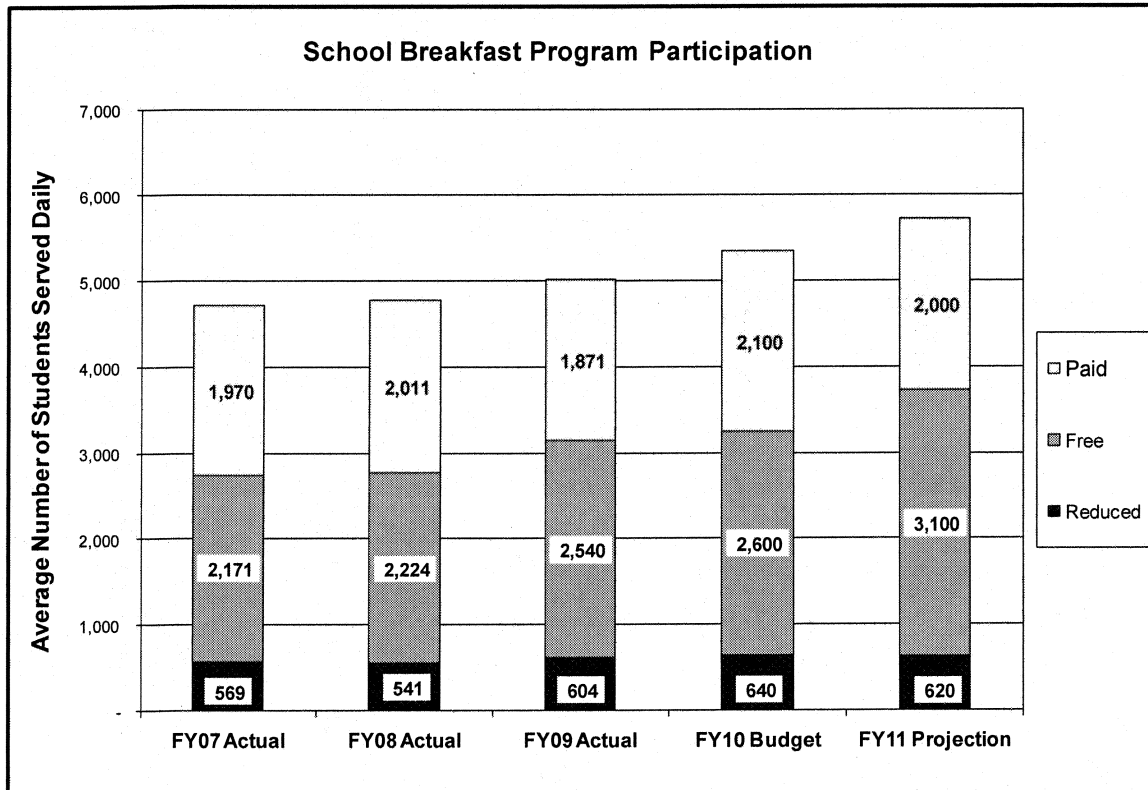
Program Overview

The Food and Nutrition Department manages all aspects of the school food and nutrition program and the Food Service Fund. The Department's primary purpose is to support the educational process and community through the provision of convenient, economical, and healthy meals for students. This is achieved through the operation of the following federally funded Child Nutrition Programs: National School Lunch Program, School Breakfast Program, After School Snack Program, Maryland Meals for Achievement Program, Donated Commodity Food Program, and Summer Food Service Program.

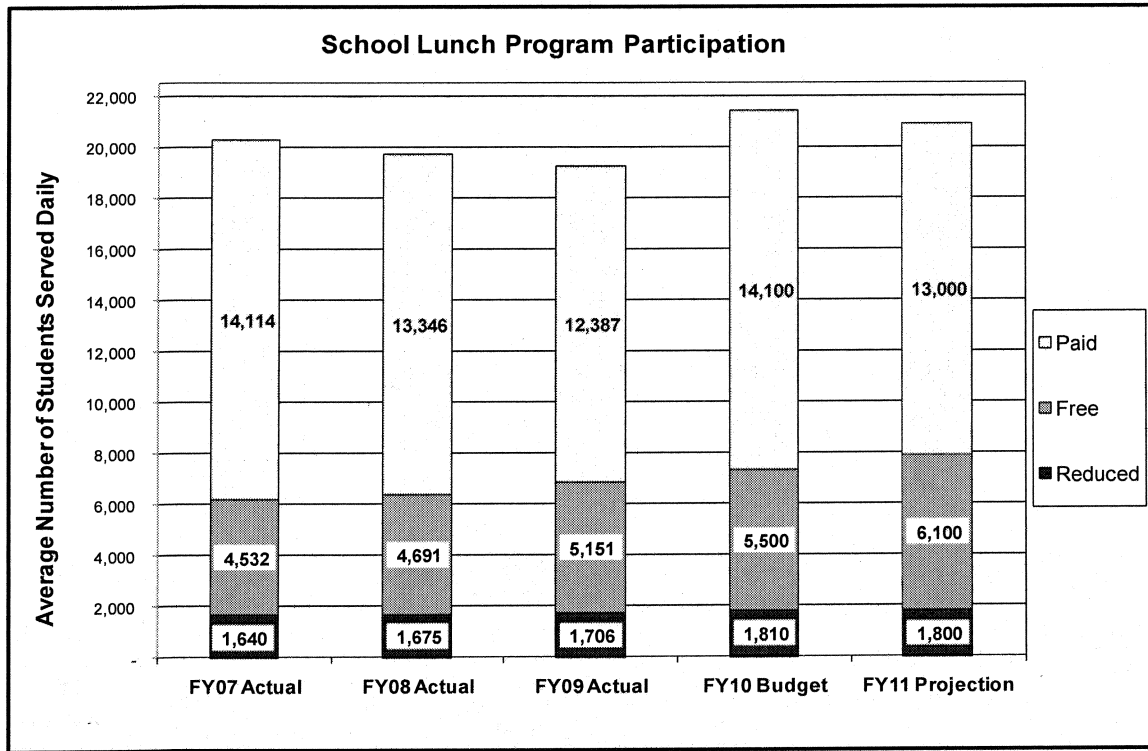
Goals and Objectives

- The primary goal of the Food and Nutrition program is to provide nutritionally balanced and appetizing meals at a reasonable cost to as many children as possible.
- Provide professional growth for Food & Nutrition personnel by providing appropriate training programs and incentives.
- Comply with regulations under an agreement with the State Department of Education.
- Provide supervision to assure that sanitation and safety standards are being met.
- Manage the Meal Benefit Eligibility Process that enables children to receive meals free or at a reduced price.
- Provide a la carte sales for students wishing to supplement their lunch.
- Function under sound principles of good business management.
- Encourage and promote nutrition education and coordinate Food & Nutrition with classroom instruction.
- Purchase equipment as needed and provide timely repair of kitchen equipment.
- Serve the community through services to approved individuals, groups, and organizations using school facilities.
- Provide emergency food service when and where needed.

During FY 2011, the Food and Nutrition Program is projected to sell 26,520 meals each school day or more than 4.7 million meals this school year. This represents an increase of more than 9.0 percent over the meals served in FY 2009 and supports the continuing trend in meal participation.



Food and Nutrition



Federal guidelines allow school systems operating the Child Nutrition Programs to maintain a Food Service fund balance up to 3 months operating expenses. This would be equivalent to approximately \$3.2 million, or more than the projected FY 2009 balance. A plan for designating these funds for specific reinvestment projects has been developed to ensure the long term success of the Food and Nutrition Program. Past use of this reinvestment strategy has been an important component of the positive fiscal performance of the program. The Food and Nutrition Department utilized fund balance for the on-going Plan for Asset Replacement (PAR) and system improvements. Three major improvement projects include: wide area network integration of software systems; reporting project and, Detailed Nutrient Analysis Project. These improvements are in addition to the Plan for Asset Replacement. Each year the PAR is reassessed as resources become available.

Food and Nutrition

Projected Asset Improvement and Replacement Plan

| | |
|------------------------------------|------------|
| Detailed Nutrient Analysis Project | \$ 12,000 |
| Infrastructure Project | \$ 400,000 |
| Planned Asset Replacement (3 yrs.) | \$ 700,000 |

Project Improvements

Detailed Nutrient Analysis Project - This project would purchase software and contract the work to perform nutrient analysis of menu planning. Our present menu planning processing is food based and is only assessed for specific nutrient content annually. Nutrient analysis would allow the department to plan and assess menus based on the nutritional needs of students. Benefits to the project are the improved nutrient content of school meals, meal planning flexibility, and the shifting of food costs to more nutrient dense products.

Infrastructure Project – The current warehouse for the storage of frozen product is inadequate for the size of the system. Meal counts have increased dramatically over the last 25 years. Breakfast sales and lunch sales are up 176% and 81%, respectively. While food sales have doubled in the last 10 years, our storage space hasn't, resulting in missed opportunities to purchase in large quantities at reduced costs. This project will expand the freezer storage by approximately 50%, providing for current needs and forecasted growth. The expansion of the freezer will allow the Food and Nutrition Department to take advantage of volume discounts (usually 2-3%), bonus commodity offerings from the USDA and reduce our dependence on outside distributors who charge a \$2.20 delivery fee per case.

Planned Asset Replacement (PAR) - The planned asset replacement project will allow for the planned replacement of equipment that is no longer functional or has exhausted its useful life. The plan will also allow for improved storage, cooking, and holding of food, resulting in improved quality for students and improved work environment for employees.

Food and Nutrition

Harford County Public Schools Food and Nutrition Revenue

| | Actual FY08 | | Actual FY09 | | Budget FY10 | | Actual FY10 | | Budget FY11 | |
|-----------------------------------|----------------------|---------------|----------------------|---------------|----------------------|---------------|----------------------|---------------|----------------------|---------------|
| Student Payments | \$ 8,348,372 | 58.1% | \$ 8,058,809 | 57.0% | \$ 8,370,713 | 58.2% | \$ 7,838,875 | 54.1% | \$ 8,459,585 | 57.2% |
| State Sources: | | | | | | | | | | |
| Reimbursement Lunches | 146,787 | 1.0% | 146,413 | 1.0% | 123,121 | 0.9% | \$ 113,512 | 0.8% | 131,040 | 0.9% |
| Reimbursement Breakfast | - | 0.0% | - | 0.0% | 33,097 | 0.2% | \$ 30,514 | 0.2% | 41,600 | 0.3% |
| Other Revenue | 173,998 | 1.2% | 137,057 | 1.0% | 130,958 | 0.9% | \$ 133,719 | 0.9% | 145,600 | 1.0% |
| Total State Revenue | \$ 320,785 | 2.2% | \$ 283,470 | 2.0% | \$ 287,176 | 2.0% | \$ 277,745 | 1.9% | \$ 318,240 | 2.2% |
| Federal Sources: | | | | | | | | | | |
| Reimbursement- Paid Lunches | 817,590 | 5.7% | 848,057 | 6.0% | 873,751 | 6.1% | 896,411 | 6.2% | 927,285 | 6.3% |
| Reimbursement- Milk | - | 0.0% | - | 0.0% | - | 0.0% | - | 0.0% | - | 0.0% |
| Reimbursement- F/R Price Lunches | 2,449,934 | 17.1% | 2,782,572 | 19.7% | 2,774,433 | 19.3% | 3,201,986 | 22.1% | 3,051,690 | 20.6% |
| Reimbursement- Breakfast | 835,050 | 5.8% | 973,010 | 6.9% | 968,452 | 6.7% | 1,110,646 | 7.7% | 1,070,634 | 7.2% |
| Commodities | 807,453 | 5.6% | 864,279 | 6.1% | 816,000 | 5.7% | 852,431 | 5.9% | 850,000 | 5.7% |
| Other Revenue | 107,829 | 0.8% | 160,893 | 1.1% | 65,000 | 0.5% | 173,509 | 1.2% | 98,800 | 0.7% |
| Total Federal Revenue | \$ 5,017,856 | 34.9% | \$ 5,628,811 | 39.8% | \$ 5,497,636 | 38.2% | \$ 6,234,983 | 43.0% | \$ 5,998,409 | 40.5% |
| Other Local Revenue | \$ 701 | 0.0% | \$ 328 | 0.0% | \$ - | 0.0% | \$ - | 0.0% | \$ - | 0.0% |
| Interest Income | \$ 84,534 | 0.6% | \$ 8,995 | 0.1% | \$ 80,000 | 0.6% | \$ 198 | 0.0% | \$ 25,000 | 0.2% |
| Appropriated Fund Balance | \$ 590,000 | 4.1% | \$ 150,000 | 1.1% | \$ 150,000 | 1.0% | \$ 150,000 | 1.0% | \$ - | 0.0% |
| Total Food Service Revenue | \$ 14,362,248 | 100.0% | \$ 14,130,413 | 100.0% | \$ 14,385,525 | 100.0% | \$ 14,501,801 | 100.0% | \$ 14,801,234 | 100.0% |

Harford County Public Schools Food Service Fund Statement

| | Actual FY07 | Actual FY08 | Actual FY09 | Budget FY10 | Actual FY10 | Budget FY11 |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Revenues: | | | | | | |
| Student Payments | \$ 8,132,053 | \$ 8,348,372 | \$ 8,058,809 | \$ 8,370,713 | \$ 7,838,875 | \$ 8,459,585 |
| Total State Revenue | \$ 292,987 | \$ 320,785 | \$ 283,470 | \$ 287,176 | \$ 277,745 | \$ 318,240 |
| Total Federal | \$ 4,734,103 | \$ 5,017,856 | \$ 5,628,811 | \$ 5,497,636 | \$ 6,234,983 | \$ 5,998,409 |
| Total Other Local Revenue | \$ 4,373 | \$ 701 | \$ 328 | \$ - | \$ - | \$ - |
| Interest Income | \$ 155,497 | \$ 84,534 | \$ 8,995 | \$ 80,000 | \$ 198 | \$ 25,000 |
| Designated Fund Balance | \$ 340,000 | \$ 590,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 |
| Total Receipts | \$ 13,659,013 | \$ 14,362,248 | \$ 14,130,413 | \$ 14,385,525 | \$ 14,501,801 | \$ 14,801,234 |
| Expenditures | \$ 13,547,123 | \$ 13,769,787 | \$ 14,461,087 | \$ 14,385,525 | \$ 14,301,327 | \$ 14,801,234 |
| Excess/deficit revenues over Expenditures | \$ 111,890 | \$ 592,461 | \$ (330,674) | \$ - | \$ 200,474 | \$ - |
| Beginning Fund Balance | \$ 2,782,019 | \$ 2,475,153 | \$ 2,439,384 | \$ 2,289,384 | \$ 2,023,075 | \$ 1,887,437 |
| Increase (decrease) in reserve for inventory | \$ (78,756) | \$ (38,230) | \$ 64,365 | \$ - | \$ 92,322 | \$ - |
| Designated Fund Balance from prior FY | \$ (340,000) | \$ (590,000) | \$ (150,000) | \$ (150,000) | \$ (150,000) | \$ (150,000) |
| Total Fund Balance | \$ 2,475,153 | \$ 2,439,384 | \$ 2,023,075 | \$ 2,139,384 | \$ 2,165,871 | \$ 1,887,437 |
| Reserve for inventory - end of year | \$ (159,977) | \$ (121,747) | \$ (186,112) | \$ (120,000) | \$ (278,434) | \$ (120,000) |
| Designated Fund Balance for next FY | \$ (590,000) | \$ (150,000) | \$ (150,000) | \$ (150,000) | \$ (150,000) | \$ (150,000) |
| Ending Fund Balance | \$ 1,725,176 | \$ 2,167,637 | \$ 1,686,963 | \$ 1,869,384 | \$ 1,887,437 | \$ 1,767,437 |

Notes:

Figures are reported on the Non-GAAP basis and have been rounded. Commodities are treated as inventory. Year-end adjustments are made based on the results of the physical inventory. The Board does not adopt the food service budget. The budget is developed as a management tool.

Food and Nutrition

| Food and Nutrition Budgeted Positions | | | | | |
|--|---------------|---------------|---------------|---------------|--------------|
| POSITION TITLE | FY2008 | FY2009 | FY2010 | FY2011 Change | FY2011 |
| Food Service Worker | 215 | 220 | 220 | | 220 |
| FS Warehouse & Mechanics | 6 | 6 | 6 | | 6 |
| Managers | 15 | 15 | 15 | | 15 |
| Supervisor | 1 | 1 | 1 | | 1 |
| Assistant Supervisor | 2 | 2 | 2 | | 2 |
| Technician | 3 | 3 | 3 | | 3 |
| Account Clerk | 5.5 | 5.5 | 4.5 | | 4.5 |
| Clerical | 1 | 1 | 1 | | 1 |
| Dietician | 0.75 | 0.75 | 0.75 | 0.25 | 1 |
| Total Food and Nutrition Budgeted Positions | 249.25 | 254.25 | 253.25 | 0.25 | 253.5 |

| Summary | | | | | | | |
|----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-------------------|----------------------|
| Food and Nutrition | | | | | | | |
| By Object Code | FY08 Actual | FY09 Actual | FY10 Actual | FY10 Budget | FY11 Base | FY11 Change | FY11 Budget |
| Salaries | \$ 5,122,922 | \$ 5,149,820 | \$ 5,137,955 | \$ 5,236,902 | \$ 5,236,902 | \$ 73,030 | \$ 5,309,932 |
| Contracted Services | \$ 242,710 | \$ 315,401 | \$ 328,552 | \$ 229,500 | \$ 229,500 | \$ 3,000 | \$ 232,500 |
| Supplies | \$ 6,472,767 | \$ 6,826,558 | \$ 6,767,569 | \$ 6,770,482 | \$ 6,770,482 | \$ 341,501 | \$ 7,111,983 |
| Other Charges | \$ 1,686,170 | \$ 1,693,147 | \$ 1,810,084 | \$ 1,857,626 | \$ 1,857,626 | \$ (41,117) | \$ 1,816,509 |
| Equipment | \$ 245,219 | \$ 47,661 | \$ 257,167 | \$ 291,015 | \$ 291,015 | \$ 39,295 | \$ 330,310 |
| Total | \$ 13,769,788 | \$ 14,032,587 | \$ 14,301,327 | \$ 14,385,525 | \$ 14,385,525 | \$ 415,709 | \$ 14,801,234 |