

TO: Members, Joint Education Committee
Wyoming State Legislature

FROM: Katie Mordhorst, Nutrition Programs Supervisor
Health & Safety Unit, Nutrition Programs Section

DATE: June 7, 2006

SUBJECT: Information Regarding School District Food Service Programs

As shown in the information provided by the Finance Unit, there is no clear cut indicator or set of indicators that identifies reasons behind shortfalls in school district nutrition service programs. With that in mind, the Department has identified other pertinent data, conducted a survey of districts, and is working on evaluating the information to see if there are other trends that can be identified. What is being presented today is preliminary information that we hope to put together into a more formal and informative report this fall.

In order to help the Joint Education Committee understand some of the challenges faced by district food service operations, we need to provide some state level information on the role the U.S. Department of Agriculture plays in the program. Since no program would exist without the receipt of USDA funds and commodities, that role is extensive and drives most of what food service programs do on a daily basis. More detail on those requirements will follow, but one of the overriding criteria that Wyoming needs to meet in order to continue participation in the National School Lunch Program is an identifiable state match of approximately \$435,000 annually. This match is currently being met by the funds districts transfer into their local food service operations.

Also, as additional information, the Nutrition Programs Section of the Health and Safety Unit administers six of the USDA child nutrition programs, which include the National School Lunch Program, School Breakfast Program, Special Milk Program, Child and Adult Care Food Program, Summer Food Service Program, and Commodity Food Distribution Program. Some districts only participate in one while other districts utilize as many as five of these programs. The attached *Wyoming Child Nutrition Facts* gives you some of the highlights of these programs and the impact on children in Wyoming, especially in our public schools.

The requirements USDA places on schools and districts in Wyoming have to be monitored and evaluated, which is one of the primary tasks of the Nutrition Programs staff. The regulations for schools are highly prescriptive in order to maintain the accountability of these federal entitlement programs. We also provide a substantial amount of time for training and technical assistance to our client base, which is another of our major functions.

As each district maintains local control over its own food service operation, there are a lot of choices these districts need to make regarding the funds put into the system or how self-sufficient the program is. Also, the philosophy regarding the purpose behind a child nutrition program needs to be considered as well. Is the purpose to provide meals in a business setting or to provide meals so that children are able to learn?

Information that will be considered for a more extensive report this fall include the income eligibility rates of students in the district, the number of meals served, food service staffing and payroll costs, district revenues and expenditures for food service, and the detailed information from a survey conducted by the Nutrition Programs section of the Department of Education. Further comparisons from this information should provide some indicators of trends and areas for possible program improvement.

On May 1, a survey was sent to all school districts providing a food service program to their students. Out of the 48 districts, we currently have received 40 of these surveys. This survey, which is attached, covered a variety of areas including food production practices, purchasing practices, the structure of the district's program, and other practices that impact both the revenue and expenditures of a food service operation. Only preliminary information is available at this point and is being provided at the JEC meeting. No analysis has been completed at this time.

District food service programs have a number of significant challenges that are driven by federal and local expectations and requirements. Federal regulations require large amounts of paperwork and high accountability as the Child Nutrition Programs are entitlement programs that reimburse each meal based on the correct determination of a child's income eligibility. Meals must meet federal nutrient content standards based on the *Dietary Guidelines for Americans*. The expertise in food safety and sanitation for workers is an essential piece of the program and only one area where workers need very specialized skills to provide healthy, safe, and nutritious meals to our school children.

Some of the local challenges include the expectations that communities have for a district to provide certain services to the children. Feeding children is an essential part of the learning process – not just something that the school district does as a convenience for students and parents – and should be given

similar priority to other services the district provides, such as transportation and health services. Another challenge faced by the district includes having a quality program that is used by the students and adults alike so that income is steady and consistent. As with any program, the better the quality the more participants there will be.

If we can be allowed the time to thoroughly complete an analysis of the information we have received, it is anticipated that three things can be accomplished. First, using department statistics and information currently on hand, we can help identify trends and challenges experienced by districts to help reduce or eliminate cost overruns that bring about general fund transfers that may be exorbitant. Second, this information should be sufficient to provide information so that the Department can provide some management training to assist districts into being more effective and efficient, especially on a one to one basis. Third, we hope to use this information to provide some recommendations to the JEC and the Legislature regarding how the financial needs of school food service programs can be met.

Enclosures

Cc: Jim McBride
Annette Bohling
Mary Kay Hill
Gerald Maas

Food Service Study
Preliminary Information

District Name	Free Seconds Provided	Paid Seconds Provided	Free Meals for Student Helpers	Free Meals for Adult Helpers
Albany #1	Yes-F/V	Yes	Elementary	FS/Duty
Big Horn #1	NA	NA	NA	NA
Big Horn #2	Yes-FV/E/B/M	No	Elem/MS	FS/Duty
Big Horn #3	Yes-E	No	Elem	FS/Duty
Big Horn #4	Yes-E/B/D	No	Elem/MS/HS	FS/Duty
Campbell #1	Yes-FV	Yes	Elem/MS/HS	FS/Duty
Carbon #1	Yes-FV/B/D	Yes	Elem/MS/HS	FS/Duty/Drivers
Carbon #2	NA	NA	NA	NA
Converse #1	No	Yes	Elem/MS	No
Converse #2	No	No	No	FS
Crook #1	Yes - HB	Yes	No	FS
Fremont #1	No	Unknown	No	No
Fremont #2	Yes-FV/E/B	Yes	Elem/MS/HS	FS/Duty
Fremont #6	NA	NA	NA	NA
Fremont #14	Yes - all	NP	NP	FS/Duty
Fremont #21	Yes - all	NP	NP	NP
Fremont #24	Yes - E/FV/B	No	No	FS/Duty/Others
Fremont #25	Yes - FV	No	Elem/MS/HS	FS/Duty
Fremont #38	Yes - all	NP	NP	FS
Goshen #1	Yes - all	No	No	One school
Hot Springs #1	Yes - all	No	No	No
Johnson #1	No	No	No	FS/Duty
Laramie #1	Yes-HB(EI)/No-Sec	Yes - second	No	FS
Laramie #2	Yes-FV/HB/B	No	No	FS/Duty
Lincoln #1	No	Yes	HS	FS
Lincoln #2	Yes - E/FV/HB/B	No	Elem/MS/HS	FS/Duty
Natrona #1	No	No	Elem	FS
Niobrara #1	Yes - HB	No	No	Duty (sporadic)
Park #1	No	Yes	No	FS
Park #6	Yes - E/HB	Yes	No	FS/Duty
Park #16	Yes	No	No	FS
Platte #1	Yes	No	No	FS/Duty
Platte #2	No	No	No	FS/Duty
Sheridan #1	Yes - FV	No	HS	FS
Sheridan #2	No	No	Elem/HS	FS
Sheridan #3	Yes-E/FV/B/D	No	No	No
Sublette #1	No	Yes	No	FS
Sublette #9	No	No	Elem	FS/Duty
Sweetwater #1	Yes-FV/HB/B	Yes - entrée	Elem	FS/Duty
Sweetwater #2	Yes-FV/HB	No	Elem/MS/HS	FS
Teton #1	Yes - FV	Yes - entrée	Elem/MS/HS	FS/Duty
Uinta #1	No	Yes	No	FS/Duty
Uinta #4	No	No	No	FS/Duty
Uinta #6	No	Yes	Elem/MS/HS	FS/Duty
Washakie #1	Yes-E,MS/No-HS	No	Elem/HS	FS/Duty
Washakie #2	Yes - E/FV/B	No	Elem/MS	FS/Duty
Weston #1	No	Yes	Elem	FS/Duty
Weston #7	Yes - E/FV	No	No	FS

Food Service Study
Preliminary Information

# Meals/Month Provided	Central Menu Y/N	Programs Participating	FSD - Part or Full	Staff as FTEs
S-90/A-860	Yes	L/B/Sn/Sum	FSMC	16.78
NA	NA	L	No - Bus Mgr	8.57
S-178/A-378	Yes	L/B/Sn	Yes - full	5.01
S-160/A-33	Yes	L/B/Sn/M	No - Bus Mgr	3.79
S-200/A-80	Yes	L/B	Yes - part	3.3
S-200/A-1000	Yes	L/B/Ch/Sum	Yes - full	46.44
S-280/A-400	Yes	L/B/Sum	Yes - full	8.49
NA	NA	L	No - Bus Mgr	8.59
S-80	Yes	L/B/Sn	Yes - part	15.51
A-140	Yes	L/B	Yes - full	8.74
A-180	Yes	L/B	Yes - full	9.4
0	Yes	L/B	Yes - full	10.49
S-50/A-13	Yes	L/B/Sn	No - Bus Mgr	1.42
NA	NA	L	Yes - full	2.89
A-200	No	L/B/Sn	No - Bus Mgr	10.1
NP	Yes	L/B/Sn	Yes - part	3.12
A-260	Yes	L	Yes - full	2.92
S-525/A-900	Yes	L/B/Sum	FSMC	11.29
A-80	Yes	L/B/Sn	Yes - full	3.52
A-60	Yes	L/B/Sn	No - Bus Mgr	12.96
0	Yes	L/B	Yes - full	5.53
A-600	Yes	L/B	Yes - full	7.38
A-1500	Yes	L/B/Sn	Yes - full	68.32
A-320	Yes	L/B	FSMC	FSMC
S-20/A-225	Yes	L/B	Yes - full	8.14
S-120/A-1000	Yes	L/B	FSMC	8.62
S-800/A-2000	Yes	L/B/Sn/Sum/Ch	Yes - full	68.62
A-3	No	L	Yes - part	2.69
A-80	Yes	L/B/M	Yes - part	9.33
A-282	Yes	L/M	Yes - full	6.54
A-48	Yes	L/M	Yes - part	2.15
A-780	Yes	L	Yes - full	11.01
A-95	Yes	L/B	Yes - full	2.79
Unknown	Yes	L/B	No - Bus Mgr	6
Unknown	Yes	L/B	Yes - part	19
0	Yes	L	No - Bus Mgr	1.96
A-150	Yes	L/B/Sn	Yes - full	4.49
S-40/A-85	No	L	Yes - part	5.3
S-17/A-687	Yes	L/B/Ch/Sum	Yes - full	20.27
S-104/A-506	Yes	L/B	Yes - full	20.17
S-160/A-200	No	L/B	Yes - full	10
A-880	Yes	L/B/Sn/Sum	Yes - full	26.23
A-220	Yes	L/B	Yes - part	5.97
S-196/A-237	Yes	L	Yes - full	5.34
S-399/A-175	No	L/B/Sum	Yes - part	10.75
S-75/A-80	Yes	L	Yes - part	1.71
S-40/A-300	No	L/B	Yes - full	7.51
A-80	No	L/B	Yes - full	3.72

Food Service Study
Preliminary Information

Actual # of Staff	Provide Other Services - Y/N	Indirect Cost Charges to FS	Charges Allowed Y/N	Uncollected Amount SY05
28	Yes - Multiple	No	Yes - all levels	\$4,000
21	NA	NA	NA	NA
8	Yes - a la carte	No	Yes - all levels	Unknown
5	Yes - a la carte	Yes	No	\$0
8	Yes - Multiple	Yes	Yes - all levels	\$200
59	Yes - Multiple	Yes	Yes - all levels	\$6,500
14	Yes - a la carte	No	Yes - all levels	Unknown
13	NA	NA	NA	NA
20	Yes - Multiple	Yes	No	\$0
10	Yes - Multiple	No	No	No
11	Yes - Multiple	No	Yes - all levels	\$0
14	Yes - Multiple	No	No	Unknown
2	Yes - Multiple	No	Yes - all levels	\$0
4	NA	NA	NA	NA
11	Yes - Multiple	No	NP	NP
6	Yes - Cater	No	NP	NP
6	Yes - Cater	No	No	\$0
15	Yes - Multiple	Yes	Yes - all levels	\$15,135
4	No	Yes	NP	NP
16	Yes - a la carte	Yes	Yes - some	Unknown
8	Yes - Multiple	No	No	\$150
13	Yes - Multiple	No	No	\$0
92	Yes - Multiple	No	Yes - all levels	\$1,854
FSMC	Yes - Multiple	Yes	Yes - all levels	\$0
13	Yes - Multiple	No	Yes - all levels	\$24
11	Yes - Multiple	No	Yes - all levels	Unknown
134	Yes - Multiple	No	Yes - all levels	Unknown
4	No	No	Yes - all levels	Unknown
12	Yes - Multiple	No	No	\$0
12	Yes - Multiple	Yes	Yes - all levels	\$25
3	Yes - Multiple	No	Yes - all levels	\$0
15	Yes - Cater	No	Yes - all levels	\$100
6	No	No	No	\$0
8	Yes - Cater	No	Yes - all levels	\$5
33	Yes - a la carte	No	Yes - all levels	\$0
3	Yes - other	No	Yes - all levels	Unknown
7	Yes - Multiple	Yes	Yes - all levels	\$40
8	Yes - Multiple	No	No	\$0
32	Yes - Multiple	Yes	Yes - all levels	\$0
30	Yes - Multiple	No	Yes - all levels	\$343
10	No	No	Yes - all levels	\$250
37	Yes - Multiple	Yes	Yes - elem/ms	\$180
9	Yes - Cater	No	Yes - all levels	\$25
10	Yes - Multiple	No	Yes - all levels	Unknown
18	Yes - a la carte	Yes	No	\$0
2	No	Unknown	Yes - all levels	\$0
10	Yes - Multiple	Yes	Yes - all levels	Unknown
4	Yes - Multiple	Yes	No	\$0

Food Service Study
Preliminary Information

Over limit Meal Provided	Prices				ADP Lunch
	Elem	MS/JH	HS	Adult	
Yes - full	\$ 1.90	\$ 2.15	\$ 2.15	\$ 3.00	1,666
NA	\$ 1.55	\$ 1.85	\$ 1.85	\$ 2.50	463
Yes - full	\$ 1.75	\$ 2.00	\$ 2.00	\$ 3.00	427
Yes - limited	\$ 1.60	\$ 1.90	\$ 1.90	\$ 2.65	242
Yes - limited	\$ 1.60	\$ 1.90	\$ 1.90	\$ 2.50	254
Yes - limited	\$ 1.75	\$ 2.00	\$ 2.00	\$ 2.75	3,566
Yes - limited	\$ 2.00	\$ 2.25	\$ 2.25	\$ 3.00	823
NA	\$ 1.25	\$ 1.50	\$ 1.50	\$ 2.50	501
Yes - full	\$ 1.90	\$ 2.20	\$ 2.20	\$ 2.80	927
NA	\$ 1.75	\$ 2.00	\$ 2.00	\$ 2.50	499
Yes	\$ 2.00	\$ 2.00	\$ 2.00	\$ 3.50	635
Yes - limited	\$1.75	\$ 2.00	\$ 2.00	\$ 2.75	893
Yes - full	\$ 1.60	\$ 2.00	\$ 2.00	\$ 2.50	168
NA	\$ 1.60	\$ 1.90	\$ 1.90	\$ 3.00	231
NP	NP	NP	NP	NP	431
NP	NP	NP	NP	NP	269
Yes - full	\$ 1.80	\$ 2.10	\$ 2.10	\$ 2.60	205
Yes - limited	\$ 1.70	\$ 1.80	\$ 1.95	\$ 2.50	1,233
NP	NP	NP	NP	NP	251
Yes - full	\$ 1.70	\$ 2.10	\$ 2.10	\$ 2.60	1,002
No	\$ 1.70	\$ 2.00	\$ 2.00	\$ 2.65	415
Yes - full	\$ 2.25	\$ 2.25	\$ 2.50	\$ 3.00	536
Yes - full	\$ 1.75	\$ 2.00	\$ 2.00	\$ 2.50	6,942
Yes - limited	\$ 1.85	\$ 2.10	\$ 2.10	\$ 2.60	561
Yes - limited	\$ 1.80	\$ 2.10	\$ 2.10	\$ 3.00	356
Yes - full	\$ 1.70	\$ 1.95	\$ 1.95	\$ 2.60	1,489
Yes - full	\$ 1.75	\$ 2.00	\$ 2.00	\$ 2.60	5,823
Yes - limited	\$ 1.65	\$ 2.00	\$ 2.00	\$ 2.50	191
Yes - limited	\$ 1.90	\$ 2.00	\$ 2.00	\$ 2.75	702
Yes - limited	\$ 2.00	\$ 2.25	\$ 2.25	\$ 3.00	726
Yes - full	\$ 1.25	\$ 1.50	\$ 1.75	\$ 2.25	100
Yes - limited	\$ 2.00	\$ 2.15	\$ 2.05	\$ 2.75	635
Yes - limited	\$ 1.50	\$ 1.90	\$ 1.90	\$ 2.20	165
Yes - limited	\$ 1.75	\$ 2.00	\$ 2.00	\$ 3.00	573
Yes - limited	\$ 2.00	\$ 2.25	\$ 2.50	\$ 4.00	1,666
Yes - full	\$ 1.90	\$ 1.90	\$ 1.90	\$ 3.00	81
No	\$ 0.50	\$ 0.50	\$ 0.50	\$ 3.10	435
No	\$ 1.60	\$ 1.90	\$ 1.90	\$ 2.50	390
Yes - limited	\$ 1.90	\$ 2.25	\$ 2.25	\$ 3.25	2,425
No	\$ 2.00	\$ 2.25	\$ 2.25	\$ 3.00	1,379
Yes - full	\$ 2.10	\$ 2.10	\$ 2.10	\$ 3.25	911
Yes - full	\$ 1.70	\$ 1.90	\$ 2.00	\$ 2.75	1,960
Yes - limited	\$ 1.75	\$ 2.00	\$ 2.00	\$ 2.50	389
Yes - limited	\$ 1.75	\$ 2.00	\$ 2.00	\$ 2.75	404
Yes - limited	\$ 1.90	\$ 2.00	\$ 2.00	\$ 2.35	820
Yes - full	\$ 1.60	\$ 2.00	\$ 2.00	\$ 2.50	72
Yes - limited	\$ 1.50	\$ 2.00	\$ 2.00	\$ 2.60	422
Yes - limited	\$ 1.60	\$ 1.90	\$ 1.90	\$ 2.50	162

Wyoming Child Nutrition Facts

What Child Nutrition Does in Our State

Number of school based programs participating:

- 77 National School Lunch organizations
 - 48 school districts
 - 10 private schools
 - 19 residential child care institutions
- Number of schools in school lunch – 365
- Number of schools in school breakfast – 265
- Number of schools in after school snack program – 62

Number of community based programs participating:

- 81 Child and Adult Care Food Program participants
 - 2 family day care home sponsors – approx. 480 providers
 - 1 adult day care
 - 4 outside school hour programs – 12 sites
 - 11 Head Start organizations – 49 sites
 - 21 for profit organizations – 26 sites
 - 8 governmental organizations – 27 sites
 - 32 non-profit organizations – 38 sites
- 12 Summer Food Service Program sponsors – 42 sites
- 10 summer camps with special milk and commodities

Percentage of low-income children in schools – 31.67%
(number of free/reduced based on enrollment)

- 26,510 children on free or reduced price meals

School Programs:

- Number of lunches served 2004-2005 – 8,359,372
- Number of breakfasts served 2004-2005 – 2,006,407
- Number of snacks served 2004-2005 – 78,373

Child and Adult Care Programs:

- Number of meals served in centers 2004-2005 – 2,192,680
- Number of meals served in homes 2004-2005 – 2,437,655

Summer Food Service Program:

- Number of meals served 2005 – 133,374

Reimbursement across Wyoming – Total \$16,353,565:

- Public Schools – \$10,388,163
- Private Schools – \$133,708
- Residential Child Care – \$712,719
- Home child care – \$2,923,412
- Center care – \$1,922,177
- Summer programs – \$282,759



Food Service Study
Additional Information
As of School Year 2005-2006

Current Reimbursement Rates 7/1/05 – 6/30/06:

- Lunch:
 - Free – \$2.32
 - Reduced – \$1.92
 - Paid - \$.22
- Breakfast:
 - Free - \$1.27
 - Reduced - \$.97
 - Paid - \$.23
- Individual schools with high free and reduced numbers receive extra reimbursement for breakfast (40% of lunch participation) - \$.24 for each free or reduced breakfast
- Districts with high free and reduced participation receive a small extra reimbursement for lunch of \$.02 per meal

Commodity per meal value - \$.175

Rates change each year as of July 1. Rates for School Year 2006-2007 have not yet been published.

Recommended student price for paid – same as free rate or close

Recommended adult price – combined free rate plus commodity value

Average paid price statewide

- Elementary - \$1.73
- JH/MS - \$1.98
- High School - \$1.99
- Adult – \$2.76

Preliminary trends:

- Number of districts providing free seconds – 30
- Number of districts providing free meals to student helpers – 22
- Number of districts providing free meals to adult helpers – 40
- Number of districts not charging for meals – 3
- Number of districts only providing lunch – 10
- Number of districts providing two meals – 19
- Number of districts participating in three or more programs – 19
- Number of districts with full-time directors – 25
- Number of districts with part-time directors – 11
- Number of districts with no designated director – 8

- Number of districts with Food Service Management Companies - 4
- Number of districts providing other services - 40
- Number of districts charging indirect costs to Food Service - 15
- Number of districts allowing charges for meals - 30
- Number of districts not allowing charges for meals - 12
- Number of districts not charging for meals - 3

Out of 48 school districts, only 3 did not respond.

**Food Service Survey
For Report to Wyoming State Legislature
On House Bill 139**

Please answer the following questions as completely as possible and return to Katie Mordhorst, Nutrition Programs Supervisor, by **May 19, 2006**. We encourage you to complete this survey to the extent possible. If you need to consult with other personnel on some of the practices and policies, please note those names at the end of the report along with your district information. Thanks in advance for your help! It is appreciated.

Food Production Practices: *These are practices that take into account the amount of food prepared and to whom it is served.*

1. Do you provide different portion sizes for different age students?
 Yes
 No

2. At what grades do portion sizes change? Check all that apply.
 4 – 6 grade
 7 – 8 grade
 9 – 12 grade

3. Do you provide seconds to students free of charge?
 Yes
 No

4. If you provide free seconds, what type do you offer? Check all that apply.
 Entree/main item
 Fruits/vegetables
 Health Bar
 Breads
 Desserts
 Milk

5. Do you charge for seconds at an ala carte price?
 Yes
 No

6. Do you provide free meals for student helpers and adult staff? If you do, please indicate who receives them. Check all that apply
 Not applicable
 Student helpers – Elementary
 Student helpers – Middle/Junior High
 Student helpers – High School
 Adults helping with lunch duty
 Food service staff
 Other: _____

7. Approximately how many free meals are provided each month?
 Student meals _____
 Adult meals _____
8. Can students receive a second lunch at full price? (These meals are not reimbursable.)
 Yes
 No

Food Program Purchasing Practices: *These questions deal with the procurement of food items and supplies used in your nutrition program. Please provide as much detail as you can in each area where it is requested.*

1. What are your sources for purchasing food? What percentage of food purchases come from that source?
 Commercial vendor - _____ %
 Local grocery store - _____ %
 Local restaurant contract - _____ % (Pizza Hut, Dominos, etc.)
 Other: _____ % (List source: _____)
-
2. Do you belong to a purchasing cooperative?
 Yes
 No
3. What percentage of food and supplies do you bid? _____ %
4. What are some of those items? Check all that apply.
 Meat products
 Bread
 Milk
 Fruits/vegetables
 Disposable supplies (plates, utensils, paper goods)
 Kitchen ware (pots/pans, cooking/serving utensils, small equipment)
 Other: _____
5. Who is able to directly order food and other program supplies for your district? Check all that apply.
 Business Manager
 Food Service Director/Manager
 Head cooks in each school
 Other: _____
6. How far ahead to you plan for capital expenditures either for major equipment or capital construction/major maintenance projects? (Check all that apply.)
 We purchase items as we need them
 We have a plan for equipment rotation
 We have a plan for construction/major maintenance projects
 We request budget amounts for the following year only
 We request the budget amounts over several years for these items

Nutrition Program Structure: *This section identifies some items that can impact the overall cost of your food service program. Please complete as fully as possible.*

1. How is your food service program structured? Check all that apply.
 - Business manager/office serves as food service director/coordinator
 - District assigned full-time food service director/manager/coordinator
 - District assigned part-time food service director/manager/coordinator
 - Food Service Management Company
 - Several sites with a kitchen manager in charge of each

2. Does your district have centralized menus? (This means that all schools at one or more levels serve the same meals on a daily basis. If there is no coordination of meals, "no" is the correct response.)
 - Yes
 - No

3. What level of scratch cooking does your district provide? This indicates what level of processed foods your district uses such as homemade pizza versus frozen pizza, homemade bread versus purchased bread or frozen dough, etc.)
 - No food items are from scratch (use only processed and purchased items)
 - All food items are from scratch or homemade
 - Some food items are from scratch (check all that apply)
 - Dinner rolls
 - Hamburger/hot dog buns
 - Cinnamon rolls
 - Desserts
 - Pizza
 - Main dishes
 - Entrees
 - Meat products
 - Eggs
 - Other: _____
 - Some food items are processed or purchased (check all that apply)
 - Entrees
 - Dinner rolls
 - Hamburger/hot dog buns
 - Cinnamon rolls
 - Desserts
 - Pizza
 - Main dishes
 - Meat products
 - Eggs
 - Other: _____

4. Approximately how much of your food usage is commodities? _____%

5. What programs does your food service provide during the school year? (Check all that apply)
 - National School Lunch Program
 - School Breakfast Program
 - After School Snack Program
 - Child Care Food Program

Summer Food Service Program

Special Milk

Other Services: *This section is used to identify what other services, if any, your food service program provides to the district or other organizations.*

1. Please check all items that apply.

Catering for school events

Catering for non-school events

A la carte sales during meal times

A la carte sales outside meal times

Products for school vending machines

Products for school stores

Receipt of funds from school vending machines (may be partial)

Contracted meals with other organizations

Concessions during sports or other events

Other: _____

Indirect Costs: *This section identifies the costs that may or may not be charged back to the district food service account. The district may pick up the costs in other ways rather than an indirect charge..*

1. Does your district charge any indirect costs back to your food service program?

Yes

No

2. If "yes," what kinds of costs do you include in your indirect fee?

Janitorial costs

Utilities (electricity/gas)

Telephone charges

Sanitation fees

General district operational costs (payroll, technology personnel, etc.)

Other: _____

Meal Charging Practices/Policies: *This section identifies any costs associated with the program that could create a debt collection problem due to non-payment of meals.*

1. Does your district allow any students to charge for meals?

Yes

No

2. If "yes," which grade levels are allowed to charge meals? (Check all that apply.)

Elementary

Middle/Junior High

High School

3. Who sets the maximum level for charges?
 School Board
 District Superintendent
 Individual School Principals
 Food Service Director
4. If a child exceeds the charge limit, does the district or school provide some type of meal so the child does not go hungry?
 Yes
 No
5. If "yes," please explain what that meal consists of? (Peanut butter or cheese sandwich and milk or a full meal.) _____

6. What was the amount of uncollected charges accrued for the following School Years?
 School Year 2003-2004 _____
 School Year 2004-2005 _____
 Information is not available

Name of District: _____

Name/Title of Person completing survey _____

Name(s) of any Persons assisting with this survey _____

Please return to:
 Katie Mordhorst, Nutrition Programs Supervisor
 Wyoming Department of Education
 Hathaway Bldg., 2nd Floor
 Cheyenne, WY 82002-0050

If you have any questions, please contact Katie at 307-777-6262 or kmordh@educ.state.wy.us.

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Wyoming Department of Education

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DATE: May 17, 2006

TO: Members, Joint Education Interim Committee

FROM: Linda Oetken, Finance Unit

SUBJECT: Analyses of District Food Service Programs

Section 7 (e) of House Bill No. 139, Enrolled Act No. 23 of the 2006 Budget Session directs the Wyoming Department of Education (WDE) to “conduct a detailed analysis of district revenues and expenditures for food service programs.” It also asks that WDE identify and describe “the basis for program deficits experienced by school districts.”

After conducting analyses of data submitted to WDE by the school districts for 2004-2005, no uniform basis was identified for program deficits. This is largely due to the diverse nature of the each district’s food service programs and operations.

Through local control, each district selects the USDA Child Nutrition Programs in which to participate. Although all districts participate in the USDA National School Lunch Program, they choose whether to participate in the other USDA Child Nutrition Programs such as School Breakfast Program, After School Snack Program, and/or Special Milk Program. Districts also determine the price to charge for the food service it provides. Although the charge for the reduced price meal is determined by federal regulation, the district, through its governing School Board, determines the charge for a “full-pay” meal.

One analysis conducted by WDE was to determine if there was a relationship between the amount a district charged for an elementary lunch and the district’s food service annual profit/loss per meal. The analysis determined no relationship exists. As an example, one district charging \$1.70 for an elementary lunch showed a profit while another district charging \$2.25 for an elementary lunch showed a loss.

Another analysis conducted by WDE was a review of the percentage of average daily participation of enrolled students in the district’s food service program. The review found that no relationship exists between the percentage of students participating in the food service program and the districts’ profit or

loss per meal. For example, three districts each had a 51% average daily participation; however, the first district showed a \$116 profit, the second district showed an \$8 loss, and the third district showed a \$149 loss.

Both of these analyses, as well as others conducted by WDE, support the conclusion that there is no identifiable basis to explain the districts' food service program deficits.

Program revenue shortfalls are not without purpose. By the provisions of an amendment to Section 7 of the National School Lunch Act, State funds utilized specifically for program purposes at the school district level are required to make up a portion of the State matching requirement. Information regarding the State matching requirement is included for your reference.

USDA Child Nutrition Programs funded \$10,769,245 to the districts' food service programs in 2004-2005. Every district received an appropriate portion of this federal funding based on their student meals served. District food service program federal funding ranged from \$11,650 to \$1,970,744.

Districts transferred \$3,416,176 to their food service programs in 2004-2005. District food service program transfers ranged from \$7,000 to \$362,000 in the 39 districts transferring funds directly into their food service program.

Attachments

cc: Jim McBride
Annette Bohling
Mary Kay Hill

**United States Department of Agriculture, Food and Nutrition Service
State Matching Requirement**

By the provisions of an amendment to Section 7 of the National School Lunch Act, beginning with the fiscal year 1970-71, State funds appropriated or utilized specifically for program purposes at the school district level would be required to make up a portion of the matching requirement as follows: For fiscal years ending June 30, 1972 and 1973 -4 percent; fiscal years ending June 30, 1974 and 1975 -6 percent; fiscal years ending June 30, 1976 and 1977 -8 percent; and for each fiscal year after June 30, 1978, at least 10 percent of the matching requirement would come from State funds. Matching of funds received under Section 11 of the Act was not required.

Districts listed by ELEM Lunch Price	annual profit/loss per meal	ELEM Lunch Price
FREMONT	(\$501)	non-pricing program
FREMONT	(\$406)	non-pricing program
FREMONT	(\$330)	non-pricing program
CARBON 2	(\$159)	\$1.25
PARK 16	(\$411)	\$1.50
WESTON	(\$8)	\$1.50
BIG HORN	(\$351)	\$1.55
WASHAKIE	(\$551)	\$1.60
SUBLETTA	(\$498)	\$1.60
FREMONT	(\$241)	\$1.60
FREMONT	(\$196)	\$1.60
BIG HORN	(\$187)	\$1.60
UINTA 6	(\$161)	\$1.60
BIG HORN	(\$117)	\$1.60
WESTON	(\$109)	\$1.60
PLATTE 2	(\$73)	\$1.60
NIOBRARA	(\$149)	\$1.65
GOSHEN	(\$29)	\$1.65
HOT SPRING	(\$150)	\$1.70
SUBLETTA	(\$118)	\$1.70
UINTA 1	(\$67)	\$1.70
LINCOLN 2	(\$30)	\$1.70
FREMONT	\$116	\$1.70
LINCOLN 1	(\$222)	\$1.75
FREMONT	(\$137)	\$1.75
UINTA 4	(\$132)	\$1.75
SHERIDAN	(\$69)	\$1.75
SHERIDAN	(\$62)	\$1.75
LARAMIE	(\$26)	\$1.75
BIG HORN	(\$2)	\$1.75
FREMONT	(\$1)	\$1.75
CONVERSE	\$9	\$1.75
CAMPBELL	\$22	\$1.75
NATRONA	\$25	\$1.75
LARAMIE 2	(\$65)	\$1.80
CONVERSE	(\$27)	\$1.85
SHERIDAN	(\$524)	\$1.90
ALBANY 1	(\$85)	\$1.90
WASHAKIE	(\$21)	\$1.90
PARK 1	\$25	\$1.90
SWEETWATER	\$87	\$1.90
PLATTE 1	(\$143)	\$2.00
CROOK 1	(\$140)	\$2.00
TETON 1	(\$94)	\$2.00
SWEETWATER	(\$51)	\$2.00
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Prepared b Linda Oetken 5/17/06

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