



Washington
West
Supervisory
Union

1673 Main Street
Suite A
Waitsfield, VT 05673

Phone: (802) 496-2272
Fax: (802) 496-6515

To: Jean Berthiaume, Fayston Elementary School Principal
Kaiya Korb, Waitsfield Elementary School Principal
Brigid Nease, Superintendent

From: Michelle Baker, WWSU Director of Finance

Date: January 17, 2016

RE: Combined Waitsifeld and Fayston Food Service Report – January 2015
Includes Projections for FY2017 /bydget

Exhibit A – Average number of meal5 sold 2009 thru December 2016

Exhibit B – Financial projections for the current school year, based on current projected expenses and average meal sales through December 2015. The actual cost per meal, based on the meals served to date at both schools is \$4.01. Breakfast in considered a 50% meal equivalent and is calculated at \$2.00 per meal. This compares to a cost/meal of \$3.98/lunch and \$1.99/breakfast in the 2015-2016 Agreement.

The cost per meal is determined by both overall program expenses and the number of meal sales. The average meals sold has decreased as has benefit expenses associated with staff turnover. Salaries and benefits are a fixed cost to the program and represent the majority of the cost/meal.

The FY2017 budget is based on FY2016 average meal sales and expenditures, including staffing expenditures, being similar to the current year. If any food service employee changes their level of employment benefits, specifically health insurance, this can change the projected meal cost. Any change in these estimates, number of meals sold, or food expenditures, changes the actual cost/meal.

Given that the actual meal cost is subject to change my recommendation is to maintain the FY2017 budgeted transfer to the food service program at it's current level of \$12,500 for Fayston and \$12,000 for Waitsfield.

Exhibit A - Fayston and Waitsfield Food Service Sales FY2009 to FY2016 To Date

Lunch								To Date
	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
<u>Fayston Elementary School</u>								
Free Lunch Avg/Day	5.2	5.5	6.0	4.5	6.4	10.1	7.0	9.7
Reduced Lunch Avg/Day	7.7	4.4	1.6	1.2	3.2	1.0	5.6	5.1
Paid Lunch Avg/Day	64.9	66.3	63.3	63.4	54.9	57.2	51.2	46.8
Adult Lunch Avg/Day	5.5	4.5	3.7	4.0	5.8	6.8	9.1	9.7
TOTAL AVERAGE LUNCH SERVED/DAY	<u>83.2</u>	<u>80.7</u>	<u>74.6</u>	<u>73.1</u>	<u>70.3</u>	<u>75.0</u>	<u>72.8</u>	<u>71.3</u>
<u>Waitsfield Elementary School</u>								
Free Lunch Avg/Day	21.6	24.8	21.3	23.4	24.5	31.0	20.6	15.6
Reduced Lunch Avg/Day	12.8	3.3	4.7	3.2	3.8	2.5	3.9	3.1
Paid Lunch Avg/Day	57.8	61.3	55.0	45.2	40.8	43.3	42.9	45.5
Adult Lunch Avg/Day	4.8	2.4	3.6	5.1	4.4	4.8	4.1	5.6
TOTAL AVERAGE LUNCH SERVED/DAY	<u>97.1</u>	<u>91.7</u>	<u>84.6</u>	<u>76.9</u>	<u>73.5</u>	<u>81.6</u>	<u>71.5</u>	<u>69.9</u>
TOTAL LUNCH SERVED PER DAY	<u>180.3</u>	<u>172.4</u>	<u>159.2</u>	<u>150.0</u>	<u>143.8</u>	<u>156.6</u>	<u>144.3</u>	<u>141.2</u>
Breakfast								
<u>Fayston Elementary School</u>								
Free Breakfast Avg/Day	2.1	3.9	4.0	3.5	2.7	3.3	3.9	5.7
Reduced Breakfast Avg/Day	6.6	1.3	0.7	0.8	1.1	0.3	3.0	2.9
Paid Breakfast Avg/Day	16.8	15.2	19.6	21.2	12.6	11.2	18.4	18.1
Adult Breakfast Avg/Day	1.0	0.7	0.4	7.4	0.2	0.5	0.8	0.4
TOTAL AVERAGE BREAK SERVED/DAY	<u>26.5</u>	<u>21.1</u>	<u>24.7</u>	<u>32.9</u>	<u>16.6</u>	<u>15.3</u>	<u>26.0</u>	<u>27.1</u>
<u>Waitsfield Elementary School</u>								
Free Breakfast Avg/Day	14.6	24.2	18.9	16.4	17.5	23.7	18.9	12.9
Reduced Breakfast Avg/Day	5.4	1.2	3.1	1.6	1.2	1.0	3.6	1.5
Paid Breakfast Avg/Day	0.7	3.9	3.5	9.0	6.6	9.7	13.6	13.2
Adult Breakfast Avg/Day	0.0	0.0	0.0	0.0	0.1	0.1	0.1	0.1
TOTAL AVERAGE BREAK SERVED/DAY	<u>20.8</u>	<u>29.4</u>	<u>25.5</u>	<u>27.0</u>	<u>25.4</u>	<u>34.5</u>	<u>36.3</u>	<u>27.7</u>
TOTAL BREAK SERVED PER DAY	<u>47.3</u>	<u>50.5</u>	<u>50.2</u>	<u>60.0</u>	<u>42.0</u>	<u>49.8</u>	<u>62.3</u>	<u>54.8</u>

Exhibit B - Fayston & Waitsfield School Districts
Food Services Financial Report

	FY2017	FY2016	FY2016	FY 2015	FY2014	FY2013
	Budget	Projectons to 12/31/15	Budget	Final Audit	Final Audit	Final Audit
Revenue						
Lunch/Breakfast Sales	74,000	73,553	74,000	\$ 77,244	\$ 69,558	\$ 66,147
Contribution from WES (Agreement)	8,975	6,800	8,700	\$ 11,449	\$ 7,196	\$ 1,624
Less 5% Credit	(449)	(340)	(435)	\$ (659)	\$ (360)	
State Match	1,200	1,243	1,243	\$ 1,450	\$ 1,243	\$ 1,155
Federal/State Lunch Reimbursement	24,500	24,431	26,500	\$ 25,344	\$ 30,127	\$ 23,804
Federal/State Breakfast Reimbursement	9,300	9,268	9,500	\$ 10,804	\$ 9,470	\$ 7,348
Rebates	2,700	2,700	3,000	\$ 2,527	\$ 3,285	\$ -
Miscellaneous-milk/bread/juice sales	2,000	2,000	4,000	\$ 1,781	\$ 4,023	\$ 179
Commodities	6,500	6,500	7,000	\$ 5,962	\$ 8,108	\$ 6,523
Total Revenues	\$ 128,726	\$ 126,155	\$ 133,508	\$ 135,902	\$ 132,649	\$ 106,780
Expenses						
Wages	\$ 62,769	60,522	61,726	\$ 59,433	\$ 57,285	\$ 55,963
Substitute Wages	700	400	1,500	\$ 1,683	\$ 354	\$ 1,390
Health Insurance*	12,516	11,517	17,289	\$ 16,811	\$ 11,714	\$ 9,918
Social Security/Mcare	\$ 4,802	4,286	4,722	\$ 4,066	\$ 4,053	\$ 4,068
Municipal Retirement	\$ 2,825	2,421	3,318	\$ 2,378	\$ 2,291	\$ 2,232
Workers Compensation	\$ 450	450	350	\$ 439	\$ 323	\$ 356
Employment Security	50	42	215	\$ 165	\$ 205	\$ 346
Total Salaries & Benefits	\$ 84,112	\$ 79,639	\$ 89,120	\$ 84,975	\$ 76,225	\$ 74,273
Donated Commodities	6,500	6,500	7,000	\$ 6,236	\$ 8,108	\$ 6,922
Purchased Food	39,000	38,000	38,000	\$ 45,998	\$ 38,759	\$ 36,941
Supplies	4,200	4,500	4,500	\$ 4,215	\$ 4,794	\$ 4,407
Propane	-	-	-	\$ 762	\$ -	\$ -
Travel/Training	1,900	1,900	1,900	\$ 1,881	\$ 1,780	\$ 1,888
Equipment Maintenance	1,500	1,500	1,500	\$ 1,322	\$ 1,052	\$ 1,032
Equipment Purchase			-	\$ 160	\$ -	\$ -
Depreciation-est	700	700	700	723	\$ 723	\$ 723
Total Food Service Expenses	\$ 137,912	\$ 132,739	\$ 142,720	\$ 146,270	\$ 131,441	\$ 126,186
Net Operating (Loss)/Profit	\$ (9,185)	\$ (6,584)	\$ (9,212)	\$ (10,368)	\$ 1,209	\$ (19,406)
Fayston Transfer from General Fund Budgeted	12,500	12,500	12,500			

Number of Meals Served

Lunches and Breakfast @ 50% equivalent	\$ 30,012	30,012	32,000	31,581	32,706	29,168
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Actual Cost Per Meal	\$ 4.18	\$ 4.01	\$ 3.98	\$ 4.29	\$ 3.63	\$ 4.04
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