#### FINANCE COMMITTEE MEETING

#### **AGENDA**

June 21, 2016

#### **New Business**

- 1. Cafeteria Financials
- 2. Cafeteria Price Increase Recommendation
- 3. The Cooperative Purchasing Network (TCPN) Cooperative Purchasing Program
- 4. Budget Transfers
- 5. M&T Banking Agreement
- 6. Computer Lease 2016-17

Next Meetings:

**TBD** 

| TOTAL TOTAL COLLOS INCTINUIS   |            |            |            |            | -          | -          |            |            |            |            |
|--|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| SCHOOL LUNCH FUND  |            |            |            |            |            |            |            |            |            |            |
| STATEMENT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING MAY 31 2016 |            |            |            |            |            |            |            |            |            |            |
|  |            |            |            |            |            |            |            |            |            |            |
|  | SEPT 2015  | OCT 2015   | NOV 2015   | DEC 2015   | JAN 2016   | FEB 2016   | MAR 2016   | APR 2016   | WAY 2016   | YTD        |
| SALES:   |            |            |            |            |            |            |            |            |            |            |
| TYPE A BREAKFAST   | 121.25     | 491.25     | 636.00     | 902.25     | 1,066.00   | 955.75     | 891.50     | 1,065.00   | 1,297.50   | 7,426.50   |
| TYPE A LUNCH   | 5,883.50   | 10,765.00  | 9,308.25   | 7,927.00   | 8,894.25   | 8,494.00   | 6,878.75   | 9,345.75   | 10,371.75  | 77,868.25  |
| OTHER CAFETERIA SALES-A LA CARTE   | 5,398.33   | 9,812.59   | 9,223.94   | 7,805.57   | 10,160.86  | 9,824.36   | 8,952.73   | 11,175.02  | 11,624.00  | 83,977.40  |
| OTHER CAFETERIA SALES-VENDING OTC  | 0.00       | 0.00       | 0.00       | 0.00       | 00:00      | 0.00       | 0.00       | 00:00      | 00.0       | E          |
| OTHER CAFETERIA SALES-VENDING MACHINES                                   | 0.00       | 0.00       | 0.00       | 0.00       | 00.00      | 0.00       | 0.00       | 00:00      | 0.00       | 1          |
| OTHER CAFETERIS SALES-CATERING   | 14.00      | 969.50     | 00.00      | 662.05     | 127.56     | 134.00     | 00'0       | 612,50     | 00.00      | 2,519.61   |
| TOTAL SALES  | 11,417.08  | 22,038.34  | 19,168.19  | 17,296.87  | 20,248.67  | 19,408.11  | 16,722.98  | 22,198.27  | 23,293.25  | 171,791.76 |
| LESS PURCHASED FOOD  | 14,907.96  | 15,542.75  | 15,570.70  | 11,394.59  | 12,574.88  | 13,826.36  | 10,554.98  | 13,763,75  | 11,833.05  | 119,969.02 |
|  |            |            |            |            |            |            |            |            |            |            |
| GROSS PROFIT ON SALES  | -3,490.88  | 6,495.59   | 3,597.49   | 5,902.28   | 7,673.79   | 5,581.75   | 6,168.00   | 8,434.52   | 11,460.20  | 51,822.74  |
| OPERATING EXPENDITURES   |            |            |            |            |            |            |            |            |            |            |
| SALARY   | 2,233.32   | 13,201.45  | 9,906.59   | 8,790.37   | 6,734.37   | 9,024.81   | 8,692.87   | 10,713.97  | 9,423.21   | 78,720.96  |
| EQUIPMENT  | 00'0       | 00.0       | 00.00      | 00.0       | 00.00      | 00.00      | 31.99      | 0.00       | 0.00       | 31.99      |
| CONTRACTUAL EXPENSES   | 00.00      | 8,212.60   | 4,068.80   | 4,068.80   | 4,413.8    | 6,467.3    | 4,068.80   | 4,068.80   | 4,068.80   | 39,437.70  |
| SUPPLIES AND MATERIALS   | 1,292.50   | 1,483.41   | 1,530.31   | 943.26     | 1,227.69   | 975.48     | 971.39     | 1,069.39   | 3,350.02   | 12,843.45  |
| VENDING MACHINE SUPPLIES   | 0.00       | 0.00       | 00.00      | 0.00       | 0.00       | 00.00      | 0.00       | 0.00       | 0.00       | 1          |
| COMMODITIES  | 00.0       | 00.0       | 00.0       | 00.0       | 0.00       | 0.00       | 0.00       | 0.00       | 0.00       | t          |
| WAREHOUSING CHARGES  | 00.0       | 00.00      | 0.00       | 00.0       | 00.00      | 00.0       | 0.00       | 0.00       | 0.00       | 1          |
| EMPLOYEE BENEFITS  | 325,13     | 1,912.26   | 1,474.40   | 1,301.66   | 998.82     | 1,312.25   | 1,300.52   | 1,596.21   | 1,364.79   | 11,586.02  |
| TOTAL OPERATING EXPENDITURES   | 3,850.95   | 24,809.72  | 16,980.10  | 15,104.09  | 13,374.68  | 17,779.84  | 15,065,57  | 17,448.37  | 18,206.82  | 142,620.12 |
| OTUED DEVENIES   |            | ,          |            |            |            |            |            |            |            |            |
|  | 000        | 000        | 000        | 0          | C          | 000        | 0          | 5          | 000        |            |
| STATE DEMANDED   | 230,00     | 452.00     | 00.00      | 358 00     | 424 00     | 408.00     | 337.00     | 442.00     | 497.00     | 3.564.00   |
| THE TOTAL DELIVER TO COMMENT   | F 142 00   | 9 374 00   | 8 356 00   | 7 322 00   | 9 017 00   | 8 759 00   | 7 294 00   | 9 431 00   | 10 521 00  | 75 216 00  |
| BEBATES ON FOOD  | 38 05      | 800        | 119 46     | 00.0       | 70.83      | 00.00      |            | 78.91      | 00.0       | 355.25     |
| MISCELLANEOLIS   | 0.00       | 0.00       | 0.00       | 00.0       | 14.00      | 0.00       | 0.00       | 0.00       | 0.00       | 14.00      |
| INTEREST INCOME  | 4.76       | 2.47       | 2.41       | 2.44       | 4.70       | 5.54       | 5.95       | 5.72       | 6.98       | 40.97      |
| TOTAL OTHER REVENUES   | 5,471.81   | 9,828.47   | 8,884.87   | 7,682.44   | 9,530.53   | 9,172.54   | 7,636.95   | 9,957.63   | 11,024.98  | 79,190.22  |
|  |            | 30 107     |            |            | 3000       | 11         | 0000       | 01.00      | 0000       | 44 00 44   |
| NET PROFIT/(LOSS)  | -1,870.02  | -8,485.56  | -4,491.14  | 75.816,1-  | 3,829,64   | -3,025.55  | -1,20U.b∠  | 846.78     | 4,276.30   | -11,007.10 |
| CUMMULATIVE ANNUAL NET PROFIT/LOSS                                       | -1,870.02  | -10,355.68 | -14,853.41 | -16,372.78 | -12,543.14 | -15,568.69 | -16,829.31 | -15,885,52 | -11,607.16 | 0.00       |
| BEGINNING FUND BALANCE JULY 1, 2014                                      | -28,274.11 |            |            |            |            |            |            |            |            |            |
| ENDING FUND BALANCE  | -30,144.13 | -38,629,79 | -43,127.52 | -44,646.89 | -40,817.25 | -43,842.80 | -45,103,42 | -44,159.63 | -39,881,27 | -39,881,27 |
|  |            | -38,629.79 | -43,127.52 | -44,646.89 | -40,817.25 | -43,842.80 | -45,103.42 | -44,159.63 | -39,881.27 |            |
|  | 00000      |            | 90 030 00  | 070 070 24 | 00 024 00  | 30 003 00  | 24 250 03  | 32 155 00  | 27 218 23  | 250 081 08 |
| Equals Revenue Status Report<br>Equals Budget Status Report              | 16,433.78  | 31,800.81  | on.ccn,82  | 15.878,42  | 07.677.67  | Z6,56U.65  |            | 32,133,90  | 07.010.40  | 262,589.14 |
|  |            |            |            |            |            |            |            |            |            |            |
|  |            |            |            |            |            |            |            |            |            |            |

#### 2013-14 School Lunch Participation

|                             | i              | CLES            |              |              | RHS        |               |         | BMS        |               |         |
|-----------------------------|----------------|-----------------|--------------|--------------|------------|---------------|---------|------------|---------------|---------|
|                             | Meals          | DOS             | ADP          | Meals        | DOS        | ADP           | Meals   | DOS        | ADP           | Total   |
| Students                    | 443            |                 |              | 370          |            |               | 283     |            |               | 1,096   |
| September                   | 1,892          | 17              | 111          | 939          | 17         | 55            | 1,137   | 17         | 67            | 3,968   |
| October                     | 2,798          | 21              | 133          | 970          | 21         | 46            | 1,420   | 21         | 68            | 5,188   |
| November                    | 2,263          | 16              | 141          | 804          | 16         | 50            | 1,186   | 16         | 74            | 4,253   |
| December                    | 1,719          | 12              | 143          | 644          | 12         | 54            | 890     | 12         | 74            | 3,253   |
| January                     | 2,622          | 18              | 146          | 938          | 18         | 52            | 1,278   | 18         | 71            | 4,838   |
| February                    | 2,070          | 15              | 138          | 762          | 15         | 51            | 1,123   | 15         | 75            | 3,955   |
| March                       | 2,879          | 21              | 137          | 1,022        | 20         | 51            | 1,569   | 20         | 78            | 5,470   |
| April                       | 2,277          | 16              | 142          | 922          | 16         | 58            | 1,294   | 16         | 81            | 4,493   |
| May                         | 2,727          | 20              | 136          | 1,196        | 21         | 57            | 1,623   | 21         | 77            | 5,546   |
| June                        | 2,184          | 16              | 137          | 597          | <u> 11</u> | 54            | 1,086   | 14         | 78_           | 3,867   |
|                             | 23,431         | 172             | 136          | 8,794        | 167        | 53            | 12,606  | 170        | 74            | 44,831  |
| Average Daily Participation | on             |                 | 30.8%        |              |            | 14.2%         |         |            | 26.2%         | 24.11%  |
| Number of Free Students     | 3              | 52              | 11.7%        |              | 29         | 7.8%          |         | 35         | 12.4%         | 116     |
| Number of Reduced Stud      | ients          | 16              | 3.6%         |              | 10         | 2.7%          |         | 16         | 5.7%          | 42      |
| % of Students Free/Redu     | ıced           |                 |              |              |            |               |         |            |               | 14.4%   |
|                             |                |                 |              |              |            |               |         |            |               |         |
|                             |                |                 | :            | 2014-15 Scho | of Lunc    | h Particip    | pation  |            |               |         |
|                             |                | CLES            |              |              | RHS        |               |         | BMS        |               |         |
|                             | Meals          | DOS             | ADP          | Meals        | DOS        | ADP           | Meals   | DOS        | ADP           | Total   |
|                             | Medio          | 500             | ADI          | Ividais      | 500        | 7101          | Modio   | 500        | 7(0)          | 1000    |
| Students                    | 438            |                 |              | 390          |            |               | 274     |            |               | 1,102   |
| Cantanahau                  | 0.466          | 10              | 120          | 897          | 18         | 50            | 1,118   | 18         | 62            | 4,181   |
| September                   | 2,166<br>3,133 | 18<br>22        | 142          | 919          | 21         | 44            | 1,354   | 21         | 64            | 5,406   |
| October<br>November         | 2,296          | 16              | 144          | . 798        | 16         | 50            | 1,079   | 16         | 67            | 4,173   |
| December                    | 1,980          | 14              | 141          | 780          | 14         | 56            | 968     | 14         | 69            | 3,728   |
| January                     | 2,101          | 15              | 140          | 878          | 15         | 59            | 942     | 15         | 63            | 3,921   |
| February                    | 2,198          | 15              | 147          | 862          | 15         | 57            | 994     | 15         | 66            | 4,054   |
| March                       | 2,464          | 19              | 130          | 1,073        | 19         | 56            | 1,231   | 19         | 65            | 4,768   |
| April                       | 2,507          | 19              | 132          | 1,140        | 19         | 60            | 1,268   | 19         | 67            | 4,915   |
| May                         | 2,638          | 19              | 139          | 1,135        | 20         | 57            | 1,359   | 20         | 68            | 5,132   |
| June                        | 2,086          | 17              | 123          | 630          | 11         | 57            | 1,016   | 14         | 73            | 3,732   |
|                             | 23,569         | 174             | 135          | 9,112        | 168        | 54            | 11,329  | 171        | 66            | 44,010  |
|                             |                |                 | 00.001       |              |            | 10.001        |         |            | 04.0%         | 00.055/ |
| Average Daily Participation | on             |                 | 30.9%        |              |            | 13.9%         |         |            | 24.2%         | 23.35%  |
| Number of Free Students     | 3              | 54              | 12.3%        |              | 44         | 11,3%         |         | 39         | 14.2%         | 137     |
| Number of Reduced Stud      |                | 17              | 3.9%         |              | 9          | 2.3%          |         | 8          | 2.9%          | 34      |
| a, .a                       |                |                 |              |              |            |               |         |            |               | 15.5%   |
| % of Students Free/Redu     | icea           |                 |              |              |            |               |         |            |               | 15.5%   |
|                             |                |                 | ;            | 2015-16 Scho | ol Lunc    | h Particip    | oation  |            |               |         |
|                             |                | 0.50            |              |              | DUO        |               |         | DMC        |               |         |
|                             |                | CLES            | ADP          | Meals        | RHS<br>DOS | ADP           | Meals   | BMS<br>DOS | ADP           | Total   |
| 4                           | Meals          | DOS             | ADP          | ivieais      | DOS        | ADP           | ivieais | DUS        | ADF           | TOtal   |
| Students                    | 442            |                 |              | 401          |            |               | 246     |            |               | 1,089   |
| Otadonto                    |                |                 |              | 101          |            |               |         |            |               | .,      |
| September                   | 1,596          | 14              | 114          | 769          | 14         | 55            | 784     | 14         | 56            | 3,149   |
| October                     | 3,120          | 21              | 149          | 1,184        | 21         | 56            | 1,271   | 21         | 61            | 5,575   |
| November                    | 2,569          | 18              | 143          | 1,135        | 18         | 63            | 1,110   | 18         | 62            | 4,814   |
| December                    | 2,170          | 15              | 145          | 1,027        | 15         | 68            | 883     | 15         | 59            | 4,080   |
| January                     | 2,646          | 19              | 139          | 1,194        | 19         | 63            | 977     | 19         | 51            | 4,817   |
| February                    | 2,474          | 18              | 137          | 1,182        | 18         | 66            | 983     | 18         | 55            | 4,639   |
| March                       | 2,040          | 16              | 128          | 901          | 16         | 56            | 841     | 16         | 53<br>57      | 3,782   |
| April                       | 2,667          | 19              | 140          | 1,299        | 19         | 68            | 1,090   | 19         | 57<br>52      | 5,056   |
| May                         | 2,884          | 20              | 144          | 1,581        | 21         | 75<br>#DIV/01 | 1,111   | 21         | 53<br>#DIV/O  | 5,576   |
| June                        | 22,166         | <u>0</u><br>160 | #####<br>139 | 0<br>10,272  | 161        | #DIV/01<br>64 | 9,050   | 161        | #DIV/01<br>56 | 41,488  |
|                             | حد, اUU        | 100             | 108          | 10,212       | 101        | UŦ            | 9,000   | ,01        | 50            | 71,700  |
| Average Daily Participati   | on             |                 | 31.3%        |              |            | 15.9%         |         |            | 22.9%         | 23.71%  |
|                             |                |                 |              |              |            |               |         |            |               |         |
| Number of Free Students     |                | 76              | 17.2%        |              | 52         | 13.0%         |         | 38         | 15.4%         | 166     |
| Number of Reduced Stud      | dents          | 13              | 2.9%         |              | 6          | 1.5%          |         | 2          | 0.8%          | 21      |
| % of Students Free/Redu     | ıced           |                 |              |              |            |               |         |            |               | 17.2%   |
| A OF Students Free/Redt     | ルジでは           |                 |              |              |            |               |         |            |               | 11.2/0  |

#### 2013-14 Breakfast Participation

|                             |         | CLES     | 100         |             | RHS      | 4.5.5         | 88(-     | BMS     | 400           | T-4-1              |
|-----------------------------|---------|----------|-------------|-------------|----------|---------------|----------|---------|---------------|--------------------|
| 0                           | Meals   | DOS      | ADP         | Meals       | DOS      | ADP           | Meals    | DOS     | ADP           | Total              |
| Students,                   | 443     |          |             | 370         |          |               | 283      |         |               | 1,096              |
| September                   | 38      | 17       | 2           | 42          | 17       | 2             | 4        | 17      | 0             | 84                 |
| October                     | 127     | 21       | 6           | 85          | 21       | 4             | 49       | 21      | 2             | 261                |
| November                    | 110     | 16       | 7           | 78          | 16       | 5             | 40       | 16      | 3             | 228                |
| December                    | 83      | 11       | 8           | 64          | 11       | 6             | 37       | 11      | 3             | 18 <del>4</del>    |
| January                     | 84      | 19       | 4           | 95          | 19       | 5             | 54       | 19      | 3             | 233                |
| February                    | 110     | 14       | 8           | 74          | 15       | 5             | 63       | 15      | 4             | 247                |
| March                       | 263     | 21       | . 13        | 105         | 21       | 5             | 105      | 21      | 5             | 473                |
| April                       | 225     | 16       | 14          | 100         | 16       | 6             | 58       | 16      | 4             | 383                |
| May                         | 271     | 20       | 14          | 153         | 21       | 7             | 85       | 21      | 4             | 509                |
| June                        | 182     | 16       | 11          | 68          | 11       | 6             | 62       | 14      | 4             | 312                |
|                             | 1,493   | 171      | 9           | 864         | 168      | 5             | 557      | 171     | 3             | 2,914              |
|                             | ·       |          |             |             |          |               |          |         |               |                    |
| Average Daily Participati   | on      |          | 2.0%        |             |          | 1,4%          |          |         | 1.2%          | 1.56%              |
| Number of Free Students     | 3       | 52       | 11.7%       |             | 29       | 7.8%          |          | 35      | 12.4%         | 116                |
| Number of Reduced Stud      | dents   | 16       | 3.6%        |             | 10       | 2.7%          |          | 16      | 5.7%          | 42                 |
| N -£0tdt- F                 |         |          |             |             |          |               |          |         |               | 14.4%              |
| % of Students Free/Redu     | icea    |          |             |             |          |               |          |         |               | 14.4 %             |
|                             |         |          |             | 2014-15 Bre | akfast l | Participat    | tion     |         |               |                    |
|                             |         | CLES     |             |             | RHS      |               |          | BMS     |               |                    |
|                             |         |          | 400         | 3.41-       |          | 400           | 9.4      |         | 400           | Tatal              |
|                             | Meals   | DOS      | ADP         | Meals       | DOS      | ADP           | Meals    | DOS     | ADP           | Total              |
| Otrodonto                   | 400     |          |             | 200         |          |               | 274      |         |               | 1,102              |
| Students                    | 438     |          |             | 390         |          |               | 2/4      |         |               | 1,102              |
| September                   | 142     | 18       | 8           | 179         | 18       | 10            | 40       | 18      | 2             | 361                |
| October                     | 265     | 22       | 12          | 420         | 22       | 19            | 88       | 22      | 4             | 773                |
| November                    | 312     | 16       | 20          | 405         | 16       | 25            | 80       | 16      | 5             | 797                |
| December                    | 235     | 16       | 15          | 371         | 16       | 23            | 56       | 16      | 4             | 662                |
| January                     | 167     | 16       | 10          | 341         | 16       | 21            | 72       | 16      | 5             | 580                |
| February                    | 106     | 15       | 7           | 288         | 15       | 19            | 66       | 15      | 4             | 460                |
| March                       | 233     | 19       | 12          | 436         | 19       | 23            | 86       | 19      | 5             | 755                |
| April                       | 291     | 19       | 15          | 456         | 19       | 24            | 110      | 19      | 6             | 857                |
| May                         | 297     | 20       | 15          | 396         | 20       | 20            | 118      | 20      | 6             | 811                |
| June                        | 257     | 17       | 15          | 241         | 11       | 22            | 75       | 14      | 5             | 573                |
| - Julie                     | 2,305   | 178      | 13          | 3,533       | 172      | 21            | 791      | 175     | 5             | 6.629              |
|                             | 2,000   | 170      | 10          | 0,000       | 172      | 41            | 701      | 170     | ·             | 0,020              |
| Average Daily Participation | on      |          | 3.0%        |             |          | 5.3%          |          |         | 1.6%          | 3.44%              |
|                             |         |          | 40.00/      |             |          | 44.000        |          |         | 44.00/        | 407                |
| Number of Free Students     |         | 54       | 12.3%       |             | 44       | 11.3%         |          | 39      | 14.2%         | 137                |
| Number of Reduced Stud      | dents   | 17       | 3.9%        |             | 9        | 2.3%          |          | 8       | 2.9%          | 34                 |
| % of Students Free/Redu     | iced    |          |             |             |          |               |          |         |               | 15.5%              |
|                             |         |          |             |             |          |               |          |         |               |                    |
|                             |         |          |             | 2015-16 Bre | akfast l | Participat    | tion     |         |               |                    |
|                             |         | CLES     |             |             | RHS      |               |          | BMS     |               |                    |
|                             | Meals   |          | ADP         | Meals       | DOS      | ADP           | Meals    | DOS     | ADP           | Total              |
|                             | IVICAIS | . DO3    | YDI         | Media       | DOG      | ADI           | Meas     | 000     | ADI           | TOLES              |
| Students                    | 442     |          |             | 401         |          |               | 246      |         |               | 1,089              |
| GEGGOTIO                    | 776     |          |             | 101         |          |               | 5.40     |         |               | 1,000              |
| September                   | 103     | 14       | 7           | 124         | 14       | 9             | 49       | 14      | 4             | 276                |
| October                     | 488     | 21       | 23          | 269         | 21       | 13            | 249      | 21      | 12            | 1,006              |
| November                    | 596     | 18       | 33          | 289         | 18       | 16            | 232      | 18      | 13            | 1,117              |
| December                    | 572     | 17       | 34          | 541         | 17       | 32            | 193      | 17      | 11            | 1,306              |
| January                     | 699     | 19       | 37          | 543         | 19       | 29            | 238      | 19      | 13            | 1,480              |
| February                    | 600     | 18       | 33          | 527         | 18       | 29            | 260      | 18      | 14            | 1,387              |
| <u>-</u>                    | 584     | 16       | 33<br>37    | 492         | 16       | 31            | 182      | 16      | 11            | 1,258              |
| March                       |         |          | 31          | 648         | 19       | 34            | 266      | 19      | 14            | 1,499              |
| April                       | 585     | 19<br>21 |             | 711         |          | 34<br>34      | 364      | 21      | 17            |                    |
| May                         | 742     | 21       | 35          |             | 21<br>n  |               | 364<br>0 | ري<br>0 |               | 1,817              |
| June                        | 4,969   | 163      | #####<br>30 | 4,144       | 0<br>163 | #DIV/0!<br>25 | 2,033    | 163     | #DIV/0!<br>12 | <u>0</u><br>11,146 |
|                             | 4,909   | 103      | 30          | 4,144       | 103      | 20            | ۷,033    | 103     | 14            | 11,140             |
| Average Daily Participati   | on      |          | 6.9%        |             |          | 6.3%          |          |         | 5.1%          | 6.28%              |
| <u> </u>                    |         |          |             |             |          |               |          |         |               |                    |
| Number of Free Students     | 3       | 76       | 17.2%       |             | 52       | 13.0%         |          | 38      | 15.4%         | 166                |
| Number of Reduced Stud      | dents   | 13       | 2.9%        |             | 6        | 1.5%          |          | 2       | 0.8%          | 21                 |
|                             |         |          |             |             |          |               |          |         |               |                    |
| % of Students Free/Redu     | uced    |          |             |             |          |               |          |         |               | 17.2%              |
|                             |         |          |             |             |          |               |          |         |               |                    |

## Memorandum

To:

Joseph Phelan, Superintendent

From:

Thomas E. Burnell, Asst. Supt. for Support Services

Date:

June 21, 2016

Subject:

Agenda Item

Please place the following item on the agenda on the next Board of Education meeting.

#### Transfer of Unappropriated Fund Balance to School Lunch Fund

Resolved that the Board of Education of the Rhinebeck Central School District hereby authorizes the appropriation of \$45,000 from General Fund Unappropriated Fund Balance to be transferred to the School Lunch Fund to cover the prior year's School Lunch Fund deficit and the current year operating loss by June 30, 2016.

#### RHINEBECK CENTRAL SCHOOL DISTRICT

#### FOOD SERVICE DEPARTMENT

## Memo

To: Tom Burnell/Finance Committee

From: Larry Anthony

Date: June 21, 2016

Re: Proposed School Year 2016/2017 Breakfast/Lunch Price Increase

Tom,

It is my recommendation that we consider a modest price increase for Breakfast and Lunch for the upcoming 2016/2017 School Year.

Below, I propose the following price schedule and cite the justification of the price increases.

#### **Chancellor Livingston:**

Proposed Breakfast Price \$1.60 for School Year 2016/2017, a .10 cent increase from SY 2015/2016.

#### **Bulkeley Middle and Rhinebeck High School:**

Proposed Lunch Price \$3.50 for School Year 2016/2017, a .25 cent increase from SY 2015/2016. I cite the following reasons for the proposed price increases:

- ❖ Larger food portion sizes at the Secondary School in contrast to the Primary.
- ❖ An across the board approximate 5% price increase in food, paper and cleaning supplies from the previous school year from our vendors.
- ❖ Anticipated 3% salary increase for Food Service Helpers as it relates to our daily operations as well as MANDATED documented Professional Development. Training is to include subjects of Food Safety, Production Records, Recognizing Reimbursable Meals and Nutrition.

For these reasons, I respectfully request that you consider the proposed modest price increases to help balance the cost of providing a safe nutritious meal to our students and staff in the Rhinebeck School District.

Should you have any questions or in need of additional information, please contact me.

Larry Anthony

Food Service Director.

| Dutchess<br>County                             | ARLIN        | GTON     | BEA          | CON    | DO/          | /ER    | HYDE        | PARK   | MILLB  | ROOK   | PAW         | /LING  | RED            | ноок   | RHINI  | BECK   | SPACK        | NEKILL | WAPPI        | NGERS   |
|--|--------------|----------|--------------|--------|--------------|--------|-------------|--------|--------|--------|-------------|--------|----------------|--------|--------|--------|--------------|--------|--------------|---------|
|  | 15-16        | 16-17    | 15-16        | 16-17  | 15-16        | 16-17  | 15-16       | 16-17  | 15-16  | 16-17  | 15-16       | 16-17  | 15-16          | 16-17  | 15-16  | 16-17  | 15-16        | 16-17  | 15-16        | 16-17   |
| PERCENT<br>AGE F/R                             | 24.00%       | 24,00%   | 46.00%       | 46.00% | 46.00%       | 49.00% | 48.20%      | 47.50% |        |        |             |        | 19.00%         |        | 15.00% |        | 24.00%       | 22.00% | 21.00%       |         |
| elem<br>BREAKFA<br>ST                          | \$1.50       | \$1,50   | \$1.25       | \$1.35 | \$1.75       | \$2.00 | \$1.50      | \$1.50 | \$1.50 | \$0.00 | \$1.50      | \$1.50 | \$1.75         | \$0.00 | \$1.50 | \$0.00 | \$1.50       | \$1.75 | \$1.25       | \$1.50  |
| second<br>BREAKFA<br>ST                        | \$1.75       | .`\$1.75 | \$1.50       | \$1.60 | \$1.75       | \$2.00 | \$1.50      | \$1.50 | \$1.50 | \$0.00 | \$1.50      | \$1.50 | \$1.75         | \$0.00 | \$1.75 | \$0.00 | \$1.50       | \$1.75 | \$1.25       | \$1.50  |
|  |              |          |              |        |              |        |             |        |        |        | <u> </u>    |        |                |        |        |        |              |        |              |         |
| ELEM<br>LUNCH                                  | \$2.65       | \$2.70   | \$2.50       | \$2.60 | \$2.75       | \$3.00 | \$2,75      | \$2.75 | \$2.75 | \$0.00 | \$2.65      | \$2.65 | <b>\$2.7</b> 5 | \$0.00 | \$3.25 | \$0.00 | \$2,75       | \$3.00 | \$2.60       | \$2.70  |
| MS<br>LUNCH                                    | \$2.90       | \$2.95   | \$2.75       | \$2.85 | \$2.75       | \$3.00 | \$3.00      | \$3.00 | \$3,00 | \$0.00 | \$2.75      | \$2.75 | \$3.00         | \$0.00 | \$3.25 | \$0.00 | \$2.75       | \$3,00 | \$2,80       | \$2.90  |
| HS LUNCH                                       | \$2.90       | \$2.95   | \$2.75       | \$2.85 | \$2.75       | \$3.00 | \$3,25      | \$3.25 | \$3.00 | \$0.00 | \$2.75      | \$2.75 | \$3.00         | \$0.00 | \$3.25 | \$0.00 | \$2.75       | \$3.00 | \$2.80       | \$2.90  |
| MILK   | \$0.60       | \$0.60   | \$0,60       | \$0.60 | \$0.60       | \$0.60 | \$0.50      | \$0.50 | \$0.50 | \$0.00 | \$0.50      | \$0.50 | \$0,60         | \$0.00 | \$0,60 | \$0,00 | \$0.50       | \$0.60 | \$0,60       | \$0.00  |
| ADULT<br>LUNCH(inc<br>tax)                     | \$3,75       | \$3.75   | \$3.94       | \$3.94 | \$3.80       | \$4.87 | \$4.87      | \$4.87 | \$4.33 | \$0.00 | \$4.05      | \$4.05 | \$4.49         | \$0.00 | \$4.49 | \$0.00 | \$4.75       | \$4.75 | \$3.75       | \$0.00  |
| proposed<br>lunch price<br>increases<br>bolded | .05 increase |          | .10 increase | )      | .25 increase |        | no increase |        |        |        | no încrease |        |                |        |        |        | .25 increase |        | .25 breakfas | t .10 ' |

#### SAMPLE SCHOOL RESOLUTION

| A RESOLUTION OF THE BOARD OF   | TRUSTEES OF THE   |
|--|---|
| (SCHOOL DISTRICT) IN   | (CITY), (STATE), APPROVING  |
| THE TERMS AND CONDITIONS OF THE  | (CITY), (STATE), APPROVING INTERLOCAL AGREEMENT BETWEEN REGION                |
| 4 EDUCATION SERVICE CENTER,  | LEAD AGENCY FOR THE COOPERATIVE   |
| PURCHASING NETWORK (TCPN), PRO   | OVIDING FOR A COOPERATIVE PURCHASING  |
| PROGRAM FOR GOODS  | AND OPPRIORS DESIGNATING  |
|  | (NAME AND/OR TITLE), AS OFFICIAL  |
| REPRESENTATIVE OF THE  | (NAME AND/OR TITLE), AS OFFICIAL (SCHOOL                                      |
| DISTRICT) RELATING TO THE PROGRAM  | <u> </u>  |
|  |   |
| TYPETER ACT A TO A COT A CALL  | (Calcal District has  |
| WHERAS, the Board of Trustees of the   | (School District) has nent by and between the Region 4 Education Service      |
| been presented a proposed interlocal Agreen  | nent by and between the Region 4 Education Service                            |
| Center, lead agency for the Cooper   | rative Purchasing Network (TCPN), and the                                     |
| T 0.1  | (School District) found to be acceptable and in the                           |
| best interests of the  | (School District) and its citizens,   |
| are hereby in all things approved.   |   |
|  |   |
| NOW, THEREFORE, BE IT RESOLVED   | D BY THE BOARD OF TRUSTESS OF THE   |
| (SCHO  | OOL DISTRICT),(CITY),   |
| (STATE).   |   |
| the state of the s |   |
| Castian I The Tames and conditions of the com-   | coment having hear reviewed by the Dourd of Trustees                          |
| Section 1. The Terms and conditions of the agree   | eement having been reviewed by the Board of Trustees                          |
| of the(S   | chool District) and found to be acceptable and in the                         |
| best interests of the  | (School District) and its citizens are hereby                                 |
| in all things approved.  |   |
|  |   |
| Section II. The  | (Title/Name) of the District) under the direction of the Board of Trustees of |
| (School D  | District) under the direction of the Board of Trustees of                     |
| the(School   | I District) is hereby designated to act for the                               |
| (School D  | District) in all matters relating to The Cooperative                          |
| Purchasing Network including the des   | ignation of specific contracts in which the                                   |
| (School District) d  | lesires to participate.   |
| `  | • •   |
| Section III. This resolution shall become effect   | ive from and after its passage.   |
|  |   |
| •  |   |
| DULY PASSED AND APPROVED THE   | DAY OF 20   |
| <del></del> -  |   |
| ATTEST:  | (Authorized Signature)  |
|  |   |
|  |   |
|  |   |
|  |   |
| (Title)  | (Title)   |

Budget Transfer Requests for Board Approval For the School Year Ending June 30, 2016

For Board of Education Meeting June 28, 2016

| Explanation of Request | To cover cost of teacher salaries that were incorrectly coded based on budget versus actual.   | To cover additional cost of special education and related services.               | To reallocated monies from Athletic<br>Department to Principals Office | To reallocate monies from HS Health to CLS Health | To cover cost of website and other computer related expenses. |
|------------------------|--|---|--|---|---|
| From                   | \$9,000.00<br>\$75,000.00<br>\$30,000.00<br>\$25,000.00<br>\$30,000.00   | \$48,000.00<br>\$54,000.00  | \$15,000.00  | \$10,000.00                                       | \$7,500.00  |
| P                      | \$86,000.00<br>\$56,000.00<br>\$15,000.00<br>\$12,000.00   | \$82,000.00<br>\$20,000.00  | \$15,000.00  | \$10,000.00                                       | \$7,500.00  |
| Account Name           | TCHR SAL-GRADE 7/8-MS TCHR SAL-GRADE 9-12-HS SAL-TCHR CLASS COVERAGE TCHR SAL-HOME TUTORING TCHR SAL-SUBSTITUTES TEACHER SALARIES-GRADE 1-3 TEACHER SALARIES-SPEC. EDUC. FULL DAY KINDEGARTEN TCHR SAL-GRADE 4&5-ELEM. | TUITION-OTHER<br>CONSULTANT EXP-EVALUATIONS<br>BOCES SERVICES<br>HEALTH INSURANCE | CLERICAL SALARIES-ELEM<br>CLERICAL SALARY                              | SALARIES-ELEM-HEALTH<br>SALARIES-HS-HEALTH        | OTHER EXPENSES - DISTRICT<br>BOCES SVC-COMPUTERS              |
| Account Code           | A211013030<br>A21101310<br>A2110171<br>A2250152<br>A2110140<br>A21101202003<br>A2250150<br>A211012   | A2250472<br>A2250441<br>A2250490<br>A9060800                                      | A202016020<br>A2855160   | A281516020<br>A281516010                          | A263047950<br>A2630490  |

### Memorandum

To:

Mary Ann Bovee, District Clerk

From:

Thomas E. Burnell, Asst. Supt. for Support Services

Date:

June 19, 2016

Subject:

Agenda Item

Please place the following item on the agenda for the Board of Education meeting scheduled for Tuesday, June 28, 2016.

#### Resolution - Technology IPA

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves the contract with Dutchess County BOCES for the acquisition of computer/technology hardware, software, and related equipment through a three-year installment purchase agreement (IPA) commencing in the 2016-2017 school year with a total principal cost of \$114,399.85; and

BE IT FURTHER RESOLVED, that the Rhinebeck Central School District will pay Dutchess County BOCES through its regular monthly billing cycle over the three-year period to commence during the 2016-2017 school year.

#### **Background**

The above resolution authorizes the District to complete its planned Technology IPA equipment acquisition for the 2016-17 school year as included in the budget. The State Comptroller recommends that each Board of Education formally adopt a resolution approving the execution of an installment purchase agreement with the local BOCES.

# AUTHORIZATION OF THREE-YEAR INSTALLMENT PURCHASE AGREEMENT WITH DUTCHESS BOCES FOR ACQUISTION OF COMPUTER/TECHNOLOGY HARDWARE, SOFTWARE, AND RELATED EQUIPMENT

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves the contract with Dutchess County BOCES for the acquisition of computer/technology hardware, software, and related equipment through a three-year installment purchase agreement (IPA) commencing in the 2016-2017 school year with a total principal cost of \$114,399.85; and

BE IT FURTHER RESOLVED, that the Rhinebeck Central School District will pay Dutchess County BOCES through its regular monthly billing cycle over the three-year period to commence during the 2016-2017 school year.

#### **CLERK'S CERTIFICATION**

| Mary Ann Bovee, District Clerk | Date |  |
|--------------------------------|------|--|

## Apple Inc. Education Price Quote

Customer:

Stephen Jensen RHINEBECK CENTRAL SCH DISTRICT

Phone: 00

email: sjensen@rhinebeckcsd.org

Apple Inc:

Erica Daniels

5300 Riata Park Court, Bldg C

MS: 183-IES Austin, TX 78727 Phone: 512-6746844

\*In most cases Extended discounted Total price does not include Sales Tax \*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Fax:

email: EricaDaniels@apple.com

Apple Quote:

2203130373

Quote Date:

20-May-2016 18-Jun-2016

Quote Valid Until:

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

Please note that the NY state contract expired on December 28th, and all orders from districts with NY state contracts are being placed in a holding pattern pending the renewal of the contract

| Row # | Details & Comments   | Qty            | Unit List Price | Extended List Price |
|-------|--|----------------|-----------------|---------------------|
| 1     | Apple TV 32GB Part Number MGY52LL/A  | 40             | 149.00          | 5,960.00            |
| 2     | AppleCare Protection Plan for Apple TV – Auto-enroll Part Number S3164LL/A   | 40             | 29.00           | 1,160.00            |
| 3     | Bretford Mobility Cart 30 for MacBook Part Number TX323LL/A  | 3              | 1,799.95        | 5,399.85            |
| 4     | MacBook Air 13-inch: 128GB 065-C3J3 1.6GHz Intel Dual-Core Core i5, Turbo Boost up to 2.7GHz 065-C3J5 Intel HD Graphics 6000 065-C3J8 8GB 1600MHz LPDDR3 SDRAM 065-C3J9 128GB Flash Storage 065-C3JJ Backlit Keyboard (English) / User's Guide (English) Part Number MMGF2LL/A | 90             | 949.00          | 85,410.00           |
| 5     | AppleCare Protection Plan - 11-inch and 13-inch MacBook Air/13-inch MacBook Pro/12-inch MacBook - Auto Enroll Part Number S3130LL/A  | 90             | 183.00          | 16,470.00           |
|       |  | Edu List Price | e Total         | 114,399.85          |
|       |  | – eWaste Fee   | / Recycling Fee | 0.00                |
|       |  | Extended Tot   | tal Price*      | 114,399.85          |

#### Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2203130373. Please contact your institution's Authorized Purchaser to submit the
  above quote online at https://ecommerce.apple.com. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to
  an order.
  - If you are the Authorized Purchaser and need to register for access to the Apple Education Online Store, go to http://myaccess.apple.com. For registration assistance, call 1.800.800.2775, option 4, option 1.
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to
  institutionorders@apple.com. Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.
  - · For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES, YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT austincontracts@apple.com.
- B. ALL SALES ARE FINAL, PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS, IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
  - · APPLE INC. AS THE VENDOR
  - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
  - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
  - PURCHASE ORDER NUMBER
  - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
  - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
  - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
  - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL 18-jun-2016 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
  - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

Opportunity ID: 226780301 https://ecommerce.apple.com Fax:

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Document rev 10.6

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