

Elementary Hot Lunch

Board of Education Meeting
June 27, 2016



Current Practice

1. Each elementary school allows their PTO/A to run a hot lunch program
2. Number of days lunch is offered varies from school to school
3. All schools have at least one day designated as a *pizza day fundraiser* for PTO/A
4. Each PTO/A selects and “contracts” with its own food vendors
5. How volunteers accept and serve hot lunch varies

New and Existing Concerns

- CLIC requirement for liability insurance of vendors to protect the District
- IDPH/City of Park Ridge: certified food handler requirements
- 5 days of lunch not currently available
- Inconsistency of food being delivered: transportation of food and incorrect temperatures
- Food handlers' adherence to safety regulations (concern of C of PR for years)
- PTO/A difficulties scheduling and training parent volunteers
- Lack of individual companies being vetted by C of PR
- Interest in expanding sustainability/green practices across the District

Goals

- Offer a 5-day program to families
- Uniform offerings, availability and pricing across all schools
- Highest degree of food safety
- Eliminate dependence on volunteers
- Manage District 64 liability/risk
- Maintain PTO/A fundraising

Alternative 1 - *Modified Status Quo*

District maintains annual license; PTO/As continue to use outside food vendors.

District 64 accepts all responsibility for the license/program and the people the District allows to run the program are an extension of the District.

There are 3 ways this can be accomplished - they are listed in order of risk and control.

None of these options provide 5 days of food service.

Option 1 - District employee supervises

- The District hires an employee to oversee the program; employee will have Illinois Food Service Sanitation License and will oversee training of PTO/A volunteers at all 5 schools
- Estimated cost for new employee = \$7,500 - \$10,000 per year
- **NEW:** PTO/A food vendors must provide proof of liability insurance to D64
- Expanded District control while allowing PTO/A to use own vendors.
- Only provides 2-3 days of food service.

Option 2 - School PTO/A supervises

- Each school PTO/A must have a volunteer supervisor with an Illinois Food Service Sanitation License.
- Volunteer will oversee the training of PTO/A volunteers at its school.
- Responsibility for enhanced oversight is on PTO/A
- NEW: PTO/A food vendors must provide proof of liability insurance to D64
- Limited control by District, but allows PTO/A to use own vendors
- Liability concern remains
- Only provides 2-3 days of food service.

Option 3 - Temporary Permit

Plan for 2016-17 as approved by Board of Education on April 25

- PTO/As obtain a 28-day temporary food license to provide *pizza day fundraisers*
- As volunteers, the City of Park Ridge does not require any type of food handler license for this temporary use permit
- PTO/A selects any pizza vendor as long as the company complies with the District's liability insurance requirement and is approved by the City of Park Ridge Health Inspector
- Limits liability of District, no new expense, PTO/As retain weekly fundraiser
- Less than 1 day per week - also included are other days food is served to students such as Fun Fairs

Alternative 2 - Managed Food Service

- Managed food service includes food AND staffing
- 4 days per week - Arbor offers hot lunch at all elementary schools
- 28 days per year - school PTO/As offer a *pizza day fundraiser*
- Start up costs: embed cost in lunch price, with rapid payback to District

Phase in for 2016-17:

- August - December: Arbor cold lunch 4 days per week as kitchens are remodeled
- January: Arbor hot lunch 4 days per week begins
- PTO/A *pizza day fundraisers* begin in the Fall or as determined by each PTO/A

Analysis

	Staffing	Days	Vendor	Cost	Liability
Alternative 1 Option 1: District employee	One District employee oversees PTO/A volunteers at all schools	2-3	PTO/A choice, subject to liability insurance	Est. \$7,500 - \$10,000 per year	> control to District
Option 2: PTO/A volunteers	Each school: PTO/A volunteer licensed; oversees other volunteers	2-3	PTO/A choice, subject to liability insurance	\$0	> control to PTO/A
Option 3: 28 days	PTO/A volunteers	1	PTO/A choice, subject to liability insurance	\$0	> control to PTO/A
Alternative 2 Managed food service	Arbor managed and staffed (except for pizza day)	5 (inc. pizza day)	Arbor plus PTO/A pizza day	Embed payback in Arbor lunch price	Control to District & Arbor (+pizza day)

Administrative Recommendation:

Alternative 2 - Managed Food Service

Most equitable and fiscally responsible means to ensure greater food safety and uniformity for students at all five elementary schools.

- All families: 5 day hot lunch = 4 days Arbor + 1 day PTO/A pizza day fundraiser
- All families: high quality, nutritional lunches at a uniform price
- All students: lunches prepared and served under standardized food safety practices
- *PTO/As would preserve their fundraising through the pizza day revenues*
- PTO/A only need volunteers for weekly pizza day
- District-wide sustainability/green practices implemented
- District has efficient management and oversight across 7 schools
- Investment in kitchen remodeling paid back through lunch pricing