



**SANTA ROSA
CITY SCHOOLS**

Excellence is our Common Ground

CHILD NUTRITION SERVICES

UPDATE AND OVERVIEW – MAY 9, 2018



PURPOSE OF UPDATE REVIEW

- Annual Financial Update & Status
- Reorganization Update
- Online Applications
- Student Survey
- Student Food Show
- New Catering Menu & Opportunities
- Donations



NUTRITION PROGRAM

- Revenue from November 2017 for SRCS district meal service is up by 29%.
- \$516,000.00 in estimated lost revenue due to loss in October wildfires has been submitted in claims for insurance and FEMA reimbursement.
- YTD total operating expense is lower than last year by \$59K, or 1.2%, and is lower than target by \$192K, or 3.8%.

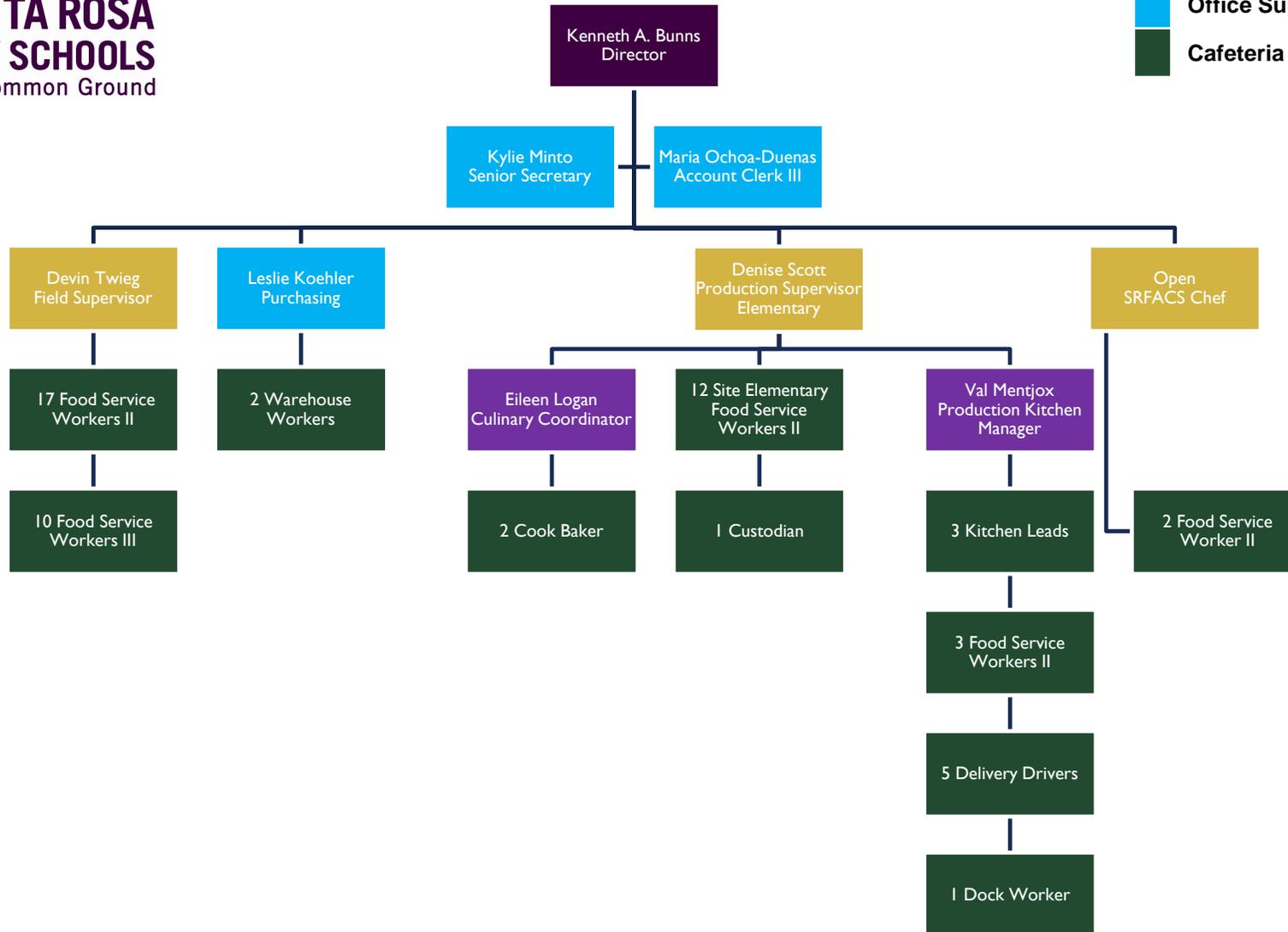


Supervisory Staff

Kitchen Coordinating Staff

Office Support Staff

Cafeteria & Support Staff



Kenneth A. Bunns, Director Child Nutrition Services
 Kylie Minto, Senior Secretary

Leslie Koehler, Purchasing Assistant ext. 5358 lkoehler@srcs.k12.ca.us

Food, Equipment & supply Ordering	Commodity Diversions	Food Product Specifications
Menu Development	Vendor Contact	Food Cost & Expenses
Delivery Logistics	Inventory Data	Investigates substandard Food Complaints
Process Purchase Orders	Usage Data & Q/A Q/C	Product Recalls / Product ID
	Food Product Bids	

Maria Ochoa Duenas, Accounting ext. 5654 mochoaduenas@srcs.k12.ca.us

Insurance Processing	Archive Management	Data collection	Supper Program Data Processing
Daily Cash Receipts	Statistical Record Analysis	Financial Tracking	Deposit Reconciliation
	Account Reconciliation		

Field Supervisor/Production Operations Supervisor Duties

Kitchen Operations	After School Snack Monitoring	Safety and Sanitation	NutriKids Point of Sale
Personnel Actions & Evaluations	Equipment/Site Repair Requests	Staff Development	Site Monitoring
Student Meal Accounts	Summer School Monitoring	Quality Control	Assist in Other Department Programs
School Menu Planning	Site Delivery Logistics	Nutritional Analysis	Vehicle Monitoring & Repair
Menu Development		Contract Site Monitoring	Production Record Monitoring
		Daily Site Deposit	Staff Scheduling & Hiring

Kenneth A. Bunns, Director Child Nutrition Services
Kylie Minto, Senior Secretary

Devin Twieg Secondary Schools ext. 5168 dtwieg@srcs.k12.ca.us	Denise Scott Elementary Schools ext. 5623 dcott@srcs.k12.ca.us
Herbert Salter Middle School	Abraham Lincoln Elementary
Hilliard Comstock Middle School	Albert F. Biella Elementary
Lawrence Cook Middle School	Brook Hill Elementary
Rincon Valley Middle School	Helen Lehman Elementary
Santa Rosa Middle School	Hidden Valley Elementary
Elsie Allen High School	James Monroe Elementary
Maria Carrillo High School	Luther Burbank Elementary
Montgomery High School	Proctor Terrance Elementary
Piner High School	Steele Lane Elementary
Santa Rosa High School	Santa Rosa Charter For The Arts
Ridgway Continuation School	Cesar Chavez Language Academy
	Santa Rosa Accelerated

Kenneth A. Bunns, Director Child Nutrition Services
Kylie Minto, Senior Secretary

Valerie Mentjox Assistant Food Service Transport Manager ext. 562
vmentjox@srcs.k12.ca.us

Eileen Logan Culinary Coordinator ext. 5622
elogan@srcs.k12.ca.us

Supervises Daily Tasks	Maintains Kitchen Equipment	Ordering Menu Supplies	Insures Food Safety
Estimates Quantities of Food & Supplies	Food Costing & Supplies	Maintains Production Records	Insure Safe Food Storage
Food & Supply Receiver	Records Ingredient & Food Use/Waste	Maintains Inventory	Catering / Events
		Develops Recipes	Organize Parent Taste Testing
		Maintains Kitchen Equipment	

Kylie Minto Senior Secretary ext. 5359 kminto@srcs.k12.ca.us

Invoice Processing	Schedule Meetings	Document Maintenance:	Meal App Processing
Web Site Maintenance	Work Order Requests	Health Permits	Meal App Verifications
Deposit Reconciliation	Distribute Mail	Site Monitoring	Secondary Orientations
Mail Distribution	Archiving	Facility Reviews	Meal App Staff Training
		Menu Production Sheets	
		School Inspections	

ONLINE APPLICATION PROCESS



- As part of our contribution to our environment, we will be offering online meal applications to parents which can significantly reduce the time spent processing paper applications.
- Applications can be accessed anywhere there's an Internet connection, providing parents with an easy and efficient way to apply for free and reduced-price meal benefits.



Local Product Spending

LOCAL PRODUCT SPENDING 2016/2017 SCHOOL YEAR

VENDOR	PRODUCTS	TOTAL SPENT
AG Link	Produce	\$100,247.24
Clover	Milk	\$196,391.77
DOD/Trinity Fresh	Produce	\$22,981.55
Franco American Bakery	Bread	\$0.00
Gabriel Farms	Pears	\$6,420.00
Harris Ranch Beef	Beef	\$6,502.10
Sunmaid Growers of CA	Raisins	\$0.00
Tofu Yu	Tofu	\$649.50
Walker Apples	Apples	\$19,440.00
TOTAL SPENT:		\$352,632.16

LOCAL PRODUCT SPENDING 2017/2018 SCHOOL YEAR

VENDOR	PRODUCTS	TOTAL SPENT
AG Link	Produce	\$159,898.41
Clover	Milk	\$200,081.34
DOD/Trinity Fresh	Produce	\$0.00
Franco American Bakery	Bread	\$659.38
Gabriel Farms	Pears	\$528.00
Harris Ranch Beef	Beef	\$4,612.54
Sunmaid Growers of CA	Raisins	\$1,538.50
Tofu Yu	Tofu	\$5,455.80
Walker Apples	Apples	\$15,805.00
TOTAL SPENT:		\$388,578.97

STUDENT SURVEY

- Research and Development met with students at several schools to discuss menu likes and dislikes.
- 6000 student surveys went out and 2000 returned.
- In process of compiling the data. Information obtained will be used in creating 18/19 FY menus.



Eileen Logan
Culinary Coordinator

STUDENT FOOD SHOW – 09/27/2018

Bake Crafters
Bell Tasty
Buena Vista Foods
C. Otto & Company
Chefs Corner
Clover Sonoma
Del Monte Meat Company
Domino's Pizza
Don Lee Farms
Fat Cat Scones
Fernando's
Food 4 Kids
Gabriel Farms
General Mills
Gold Star Foods
Harris Ranch Beef
Integrated Food Service
Maria Carrillo Culinary Students
Schwan's Food Service
Tasty Brands Company
True Natural Foods
Tyson Foods Company
Walker Ranch Apples



NEW CATERING MENU AND OPPORTUNITIES

Policies

Catering by SRCS Catering Guide

Our purpose is to provide personalized service and delicious meals for any District related meeting or event. Your patronage supports SRCS Child Nutrition Services, and all funds stay within the department to further enrich our Child Nutrition Program.

Pricing Information

- There will be a \$20.00 delivery and set up surcharge for each meal service.
- Orders of \$300.00 or more include delivery & set up surcharge.
- Menu prices include the cost of disposable items such as plates, cups, cutlery, napkins and necessary condiments.
- The prices shown on the menu include service Monday through Friday beginning at 7:00 A.M. and concluding at 4:00 P.M. Service requested outside of these hours, or on non-instructional days, will require a special quote.

Ordering Information

- To place an order, please contact Eileen Logan by email at: catering@SRCS.k12.ca.us or call 707-528-5050
- All items must be ordered at least 5 working days in advance.
- Catering Order Forms can also be obtained at catering@srcs.k12.ca.us
- Your order will be confirmed by e-mail or phone.
- Please contact Eileen Logan should you have any changes to the event location, date, time, or number of people attending.
- Three days minimum notice is required to cancel any job to prevent an additional service fee.
- Please note there is a 12 person minimum for breakfast and lunch orders and a 15 person minimum for dinners.

Payment Policy

- Payment is required within 30 days following the receipt of invoice.
- Prices do not include sales tax which will be added to the invoice.
- Charges for any missing equipment will be added to the invoice.

Budget Express

As a low cost alternative to our full service menu, our customers may pick up their menu selections from our catering kitchen rather than paying the delivery and set up surcharge. Most of our menu selections are available for this option (excluding dinner meals) and includes all paper supplies and necessary condiments. (Custom menus and additional services are available upon request).

Tasty Trays

Catering by SRCS

	Small (12 -15)	Large (24 -28)
Deli Meat and Cheese Tray Ham, Turkey, Salami, Cheeses	\$35.00	\$45.00
Mini Croissant Sandwich Tray Ham, Turkey or Cheese (12 small/24 large)	\$35.00	\$45.00
Finger Sandwiches (12 small/24 large) Egg, Ham or Tuna Salad Triangles on Wheat and White Bread	\$28.00	\$35.00
Cheese and Cracker Tray Pepper Jack Cheese, Swiss Cheese and Cheddar Cheese Cubes Served with Assorted Crackers	\$28.00	\$35.00
Vegetable Tray with Ranch Dip Variety of Crunchy Fresh Vegetables with Ranch Dipping Sauce	\$35.00	\$45.00
Sliced Fresh Fruit Tray (Seasonal) Assorted Seasonal Sliced Fresh Fruits	\$35.00	\$45.00
Chunky Fruit Salad (Seasonal) Variety of Cut Up Fresh Fruits	\$25.00	\$35.00
Chips and Homemade Salsa Tortilla Chips Served with our own Homemade Salsa	\$25.00	\$30.00
Buffet Salads Creamy Pesto Pasta Salad Mixed Greens & Fruit Salad with Sweet Dressing Potato Salad	\$25.00	\$35.00
Dinner Rolls Delicious White or Whole Wheat Rolls with Butter Pats	\$8.00 / Dozen	



NEW CATERING MENU AND OPPORTUNITIES

Breakfast

Catering by SRCS

Continental Breakfast \$4.25
All breakfasts are served Buffet Style and include: napkins, plates, cups and necessary condiments. Priced by person / 12 person minimum

Choice of Muffin, Croissant, or Bagel, Seasonal Basket of Fruit / Assorted Juices / Coffee / Tea

SRCS Fruit Basket

Minimum of 3 Varieties of Whole Fresh Fruit Including: Bananas, Apples, Tangerines, Oranges, Seasonal Grapes or Strawberries.

Small: 8 pieces \$6.00
Med.: 16 pieces \$12.00
Large: 24 pieces \$18.00

Fruit Salad

Variety of Seasonal Fruits
Small serves 12 - 15 \$25.00
Large serves 24 - 28 \$35.00

Sold by the Dozen

Croissants w/ Jelly \$12.00
Assorted Flavor Muffins \$12.00
Bagels w/ Cream Cheese \$15.00
Cinnamon Rolls \$15.00

Beverages (We Provide Starbucks Coffee)

Assorted Juices (Dozen) \$8.50
Coffee Hot Pot (18 cup) \$15.00
Coffee Urn (50 cup) \$25.00
Gallon Ice Tea \$8.00
Gallon Punch \$8.00
Gallon Lemonade \$8.00
Canned Coke or Diet Coke \$1.00
Bottled Water \$1.00

Budget Express Snack Attack Pack

A healthy and nutritious snack pack including packaged items such as:

Pretzels, Chewy Granola bars, and Trail mix.

Available for pick up only.
Small 12 pieces \$9.00
Large 24 pieces \$18.00

Lunch

Catering by SRCS

All Sandwiches and Wraps include 1 side dish, chips, cookie and a beverage. All side dishes must be the same for entire order. All the items are available in individually packed box lunches, or served buffet style. Minimum 12 servings per choice.

Wrap it up!

\$8.95

Chicken Wraps - Ranch, Chipotle BBQ, Caesar or Oriental
Turkey Wraps - Turkey Club or Thai Turkey
Veggie Wrap - Assorted Vegetables and Cheese, Choice of Dressing
Tuna Wrap - Tuna Salad, Lettuce and Tomato
Deli Wrap - Ham, Turkey, Cheese, Lettuce, Tomato and Ranch dressing

Sandwiches

\$7.95

Choice of Meat Ham, Turkey, Salami, or Veggie with Cheese
Tuna, Chicken or Egg Salad
Served with Lettuce & Tomato, Herbed mayonnaise

Sandwiches can be ordered without condiments / mayonnaise and mustard packets will be provided

SRCS Signature Sandwiches

\$8.95

Chicken and Berry - Chicken Salad, Cranberry and Cream Cheese
The Jason - Salami, Ham, Turkey, Pepperoni, Marinated Tomato, Lettuce and Basil
Twisted Turkey - Turkey, Smoked Bacon, Muenster and Cheddar Cheese
Chicken Tuscan a Roll - Marinated Chicken Breast, Field Greens, Tomatoes and Veggies, Pesto Aioli Dressing

Bread Choices - Croissant, Kaiser Roll, Sourdough and Whole Wheat

Side Choices (Buffet service only)

Macaroni Salad, Pasta Salad, Potato Salad, Creamy Coleslaw,
Fruit Salad, Mixed Green Salad

Café Entree Salads

\$7.95

Salad selections include a Fresh Baked Dinner Roll, Butter Pat,
Dressing Packet, Cookie and a Beverage.

Oriental Chicken Salad
Chicken Caesar Salad
Italian Chef Salad
BLT Salad

Vegetarian

Greek Salad
Thai Noodle Salad
Mixed Greens and Watercress

Dinner

Catering by SRCS

All the items below are available only in buffet style and include: condiments and paper supplies. Priced per person. Minimum order is 15.

Comfort Suppers

\$11.95

Served with Green or Caesar salad; Roasted Red Potatoes or Rice Pilaf or Red Beans; Seasonal Vegetable Medley; Dinner Roll & Butter; Fresh Baked Cookie

Roasted Chicken Breast

Served in a Fresh Mushroom & Onion Gravy

OR

Smoky BBQ Beef Brisket

Tender Sliced Beef Brisket in a Mild Barbeque Sauce

OR

Homemade Meatloaf in a Zesty Tomato Sauce

Up With Pasta

\$10.95

Served with Choice of Green or Caesar Salad, Garlic Bread and Cookie

Classic Italian Lasagna (Meat or Vegetarian Style)

OR

Spaghetti or Ravioli in Rich Marinara Sauce

Oriental Chicken Delight

\$10.95

Served with Steamed White Rice, Oriental Style Vegetables, and Fortune Cookie
Spicy Kung Pao or Teriyaki Style

Pizza SRCS

\$8.95

Choice of Combination, Pepperoni & Olive,
Garden Vegetable and Ham & Pineapple
(1 pizza serves approx. 7 people)

Served with Green salad and Dressings with a Fresh Baked Cookie

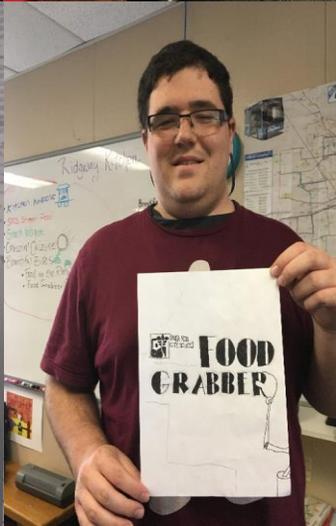
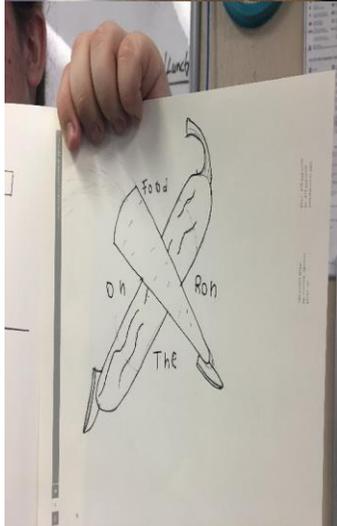
Decadent Desserts Sold by the Dozen

Assorted Cookies	\$8.00	Coconut Caramel Macaroon Bar	\$15.00
Chocolate Brownies with Frosting	\$12.00	½ sheet cake (35 slices)	\$28.00
		Full sheet cake (72 slices)	\$38.00

VOLLRATH COMPANY



New Kiosk service unit will be student designed with name and logo

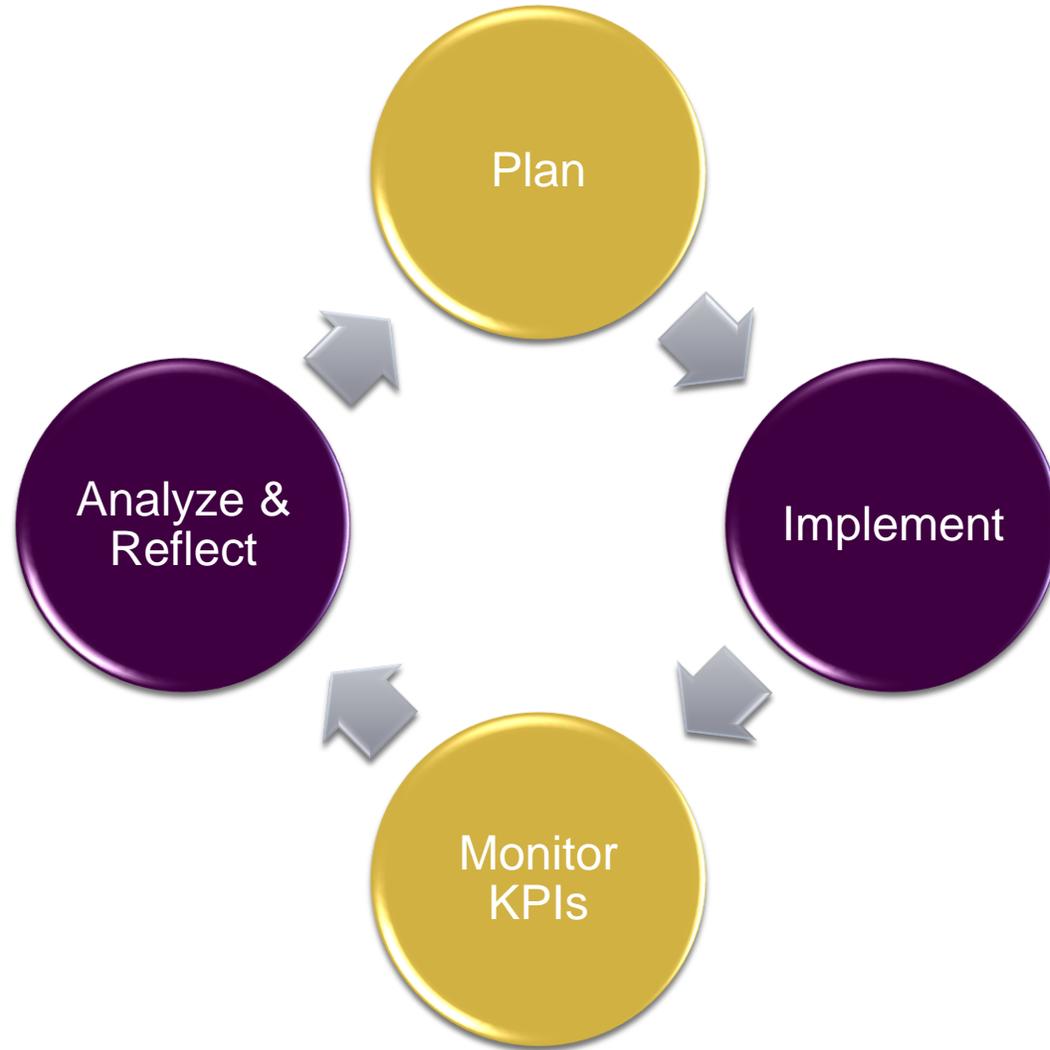


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Outperform every day.™

\$12,000.00
Kiosk Donations



PERFORMANCE OUTCOMES SYSTEM



WHAT'S NEXT?

- Continue to meet with principals to create strong working relationships
- Continue working together with Voices for Better Nutrition
- Monitor expenditures and cost trends
- Increase use of locally grown fruits & vegetables
- Continue to feature more in-house cooking
- New Survey for students will distributed in October 2018
- Expand utilization of commodities of United States Department of Agriculture (USDA) program
- Fine tune our kitchen's efficiencies to industry standards
- Incorporate Healthier Generation Cooking Program
- Continue to expand secondary nutrition education

QUESTIONS?

