

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT BOARD OF EDUCATION  
AGENDA STATEMENT

No. 10 c

MEETING OF July 17, 2019

ITEM TITLE:

NEW BUSINESS

Motion to approve a school lunch price increase, effective for the 2019-2020 school year.

- Superintendent
- Personnel
- Finance
- Special Services

SUBMITTED BY: Katie Jo Parrott, Business Manager

CONTACT PERSON/TELEPHONE:

Katie Parrott                      907-247-2116

\_\_\_\_\_  
Name                                      Phone

APPROVED FOR SUBMITTAL:

\_\_\_\_\_  
Superintendent

SUMMARY STATEMENT:

The School Board is being asked to approve increases to school lunch prices as result of federal requirements and the sustainability of the district's food service program.

ISSUE: Board Policy 3550 states, "The School Board intends that, insofar as possible, the school food service program shall be self-supporting and may include foods from school gardens, greenhouses, and farms. The Board shall review and approve of menu prices."

BACKGROUND:

On April 26<sup>th</sup>, 2019 the district received notification from the Child Nutrition Program regarding the need to increase school lunch prices based on the Paid Lunch Equity compliance assessment. The total price increase for 2019-2020 paid lunches is recommended \$1.06. However, the required increase makes the total required lunch price \$3.49 for elementary & middle school lunches (an increase of \$.14 cents), with a ten cent cap. This increase is required for compliance with the federal program unless the district can show a strong financial position. After an analysis of the financial position of the food service program, it was determined that expenses exceeded food service revenues for FY19 by \$51,507. Because the costs of the district's food service program now exceed food sales and reimbursements for qualifying meals under the federal school lunch program, we are recommending school lunch prices increase and be set as follows:

- Elementary & Middle School = \$3.50
- High School = \$3.75
- Adult Meals = \$6.00
- Breakfast = \$1.15

RECOMMENDATION: Approval of the proposed school lunch price increases effective for the 2019-2020 school year as presented.

ATTACHMENTS:

- DEED Child Nutrition Program Paid Lunch Equity Letter
- 2019-2020 Price Adjustment Calculator (provided by the state Child Nutrition Program)

FISCAL NOTE:

EXPENDITURE REQUIRED:

\$        0

AMOUNT BUDGETED:

\$        0

RECOMMENDED ACTION: "I move that the Board of Education approve school lunch program price increases as presented."



In SY 2019-2020, the State agency may exempt an SFA upon request from the PLE requirements if the SFA requesting the exemption has been certified as meeting the meal pattern requirements and can demonstrate that the required increase to paid lunch prices or revenue contributions would cause the SFA to exceed the 3-month operating balance limit or has a positive account balance on or before January 31<sup>st</sup> 2019?

In making an exemption determination, the State agency, in addition to the three requirements, will also use a list of USDA determined factors to consider whether there are other necessary or appropriate uses for the SFAs funds. In some instances, those funds might be better used to operate or improve the program, to meet program requirements and goals, or to address deficiencies in program operations.

If you need further assistance or you have any questions please contact me at (907) 465-8709 or at [Elizabeth.seitz@alaska.gov](mailto:Elizabeth.seitz@alaska.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth Seitz". The signature is fluid and cursive, with a large loop at the end of the last name.

Elizabeth Seitz  
NSLP Program Coordinator

Cc: Katie Parrott, Business Manager  
Cc: Madonna Brock, Food Service Manager  
Cc: Jo Dawson, Child Nutrition Programs Manager



National School  
Lunch Program  
Paid Lunch  
Equity Notice

***Child Nutrition  
Programs***

*Finance & Support  
Services*

*801 West 10<sup>th</sup> Street,  
Suite 200*

*P.O. Box 110500*

*Juneau, Alaska 99811-  
0500*

*Phone (907) 465-8709*

*Fax (907) 465-8910*

School District Name: Ketchikan Gateway Borough School District

**Please return this form by May 31, 2019**

Child Nutrition Programs has reviewed your district's school meal rates and audit data for the purpose of Paid Lunch Equity (PLE) Compliance. Please indicate if you agree, by signing and return to our offices to confirm PLE status.

\_\_\_\_\_ CNP has reviewed your school districts PLE and determined that paid lunch prices do not need to be increased because the paid meal price currently charged by your district meets the USDA requirement for school year 2019-2020.

\_\_\_\_\_ CNP has reviewed your school districts PLE and determined that paid lunch prices do not need to be increased because the district has provided non-federal program funds that meet or exceed the USDA PLE requirement (current or prior year carry-over).

**X** CNP has reviewed your school districts PLE and determined you need to increase your paid lunch price by a minimum of \$.10 cents. Attached you will find the PLE calculation worksheet showing the required minimum amount to be charged for compliance with the PLE requirements. *Districts required to increase paid meal rates may request an exemption if the district is in a strong financial position, if selecting this option please submit documentation to CNP with this form showing equal or greater financial gains on or before Jan. 31<sup>st</sup>, 2019.*

Your school district is exempt from the PLE requirement as you are on provision and/or operates a non-pricing program.

**Please return this form signed by May 31, 2019**

Concur     Disagree

\_\_\_\_\_  
Signature of Authorized School Representative

\_\_\_\_\_  
Date