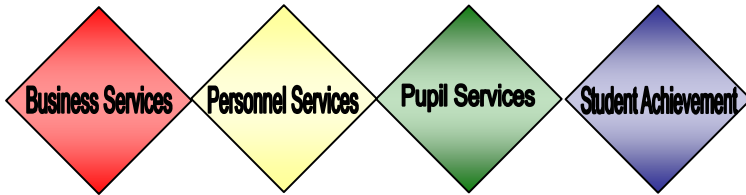


School District of New London



BOARD OF EDUCATION

MONTHLY UPDATE

By: Joseph Marquardt
Director of Business Services

Date: May 2011

Food Service Accounts

The District is very sensitive to families in need of financial assistance in today's tough economic environment. We encourage families to apply for free/reduced lunches. That process is highly confidential and our staff is required to act in the best interests of our children.

This year we have allowed some families to dip into high negative balances in their food service accounts. We have a Board of Education policy that prohibits negative balances and provides an emergency meal for families with negative balances, but some balances have reached unacceptable thresholds.



I have implemented a plan-of-attack for our Food Service Staff and Taher Staff effective immediately to work towards driving those balances down. If necessary, the next step would be contact by a Principal and then contact from the District Office.

We have also created a fill-enabled form on our website next to the food service menus to encourage families to apply for free/reduced lunches if applicable. Our District Office staff can help with the completion of those forms if there is confusion. Additionally, we will not allow students to choose an a la cart item if they have a balance.

The fill-enabled form can be found by clicking the link below: [Free/Reduced Application](#). There are instructions on each school's individual webpage on how to complete the form if there are questions.

Our intent will never be to deprive a student of a lunch (peanut butter and cheese sandwiches are always available) but to require payment when

applicable. It is fiscally responsible and fair to all other families following the policy in place.

Food Service Software

The District currently uses a program titled *Wordware* to keep track of food service accounts. We are looking to migrate to a Skyward Module that would streamline with Skyward Student to simplify our record keeping process. This would allow families to have the same log-in for multiple Skyward needs rather than multiple log-ins.

More information to come as the District studies the return on investment for a purchase of this program.

Baird Projection Model

When I updated the Board in March on some budget areas, I indicated the District would benefit in long-term planning with a projection model. There are two main models available for districts with costs ranging from \$3500 and \$8500 for initial set-up and approximately \$1,000 for yearly updates that do not need to be purchased thereafter.

After discussion with other business officials and viewing both models, the Baird Model makes the most sense for us to purchase. It carries a cost of \$3500 for initial set-up and will be ready to go by the Board Retreat in June.

I chose this model because it gives us the basic features we need to effectively project our budget moving forward. With so much uncertainty with the fiscal climate for school districts in Wisconsin, this model will easily allow different variables to be entered and analyzed. I look forward to showing the Board, staff and community its usefulness as we move forward.