

A man in a light blue shirt and black apron is smiling and looking towards the camera. He is wearing a dark blue baseball cap and white gloves. He is standing behind a counter in a foodservice area. In the background, there are other people working, including a woman in a blue shirt and glasses. There are large blue pendant lights hanging from the ceiling. A large blue and white ceramic teapot is on the counter in the foreground. The overall scene is a busy foodservice environment.

Accounting/Coding in Foodservice

Brian Adesso, Director of Business Services

Menasha Joint School District

Menasha Joint School District

- 3600 Students
- 65% F/R
- 50+ FS Staff
- Open Campus
- Participation: 50%-70%



Menasha Joint School District

- 4,600 meals served per day
- YR exp. \$1,858,000
- YR rev. \$1,913,000

*2018-19 Data





Overview

- Accounting
- Expense Tips and Tricks
- Revenue Tips and Tricks
- Tips and Tricks

Accounting 2021-22

Seamless Summer
Option (SSO)

National School Lunch
Program (NSLP)

Accounting 2021-22

Fund 50

Location XXX

Object XXX

Function 257XXX

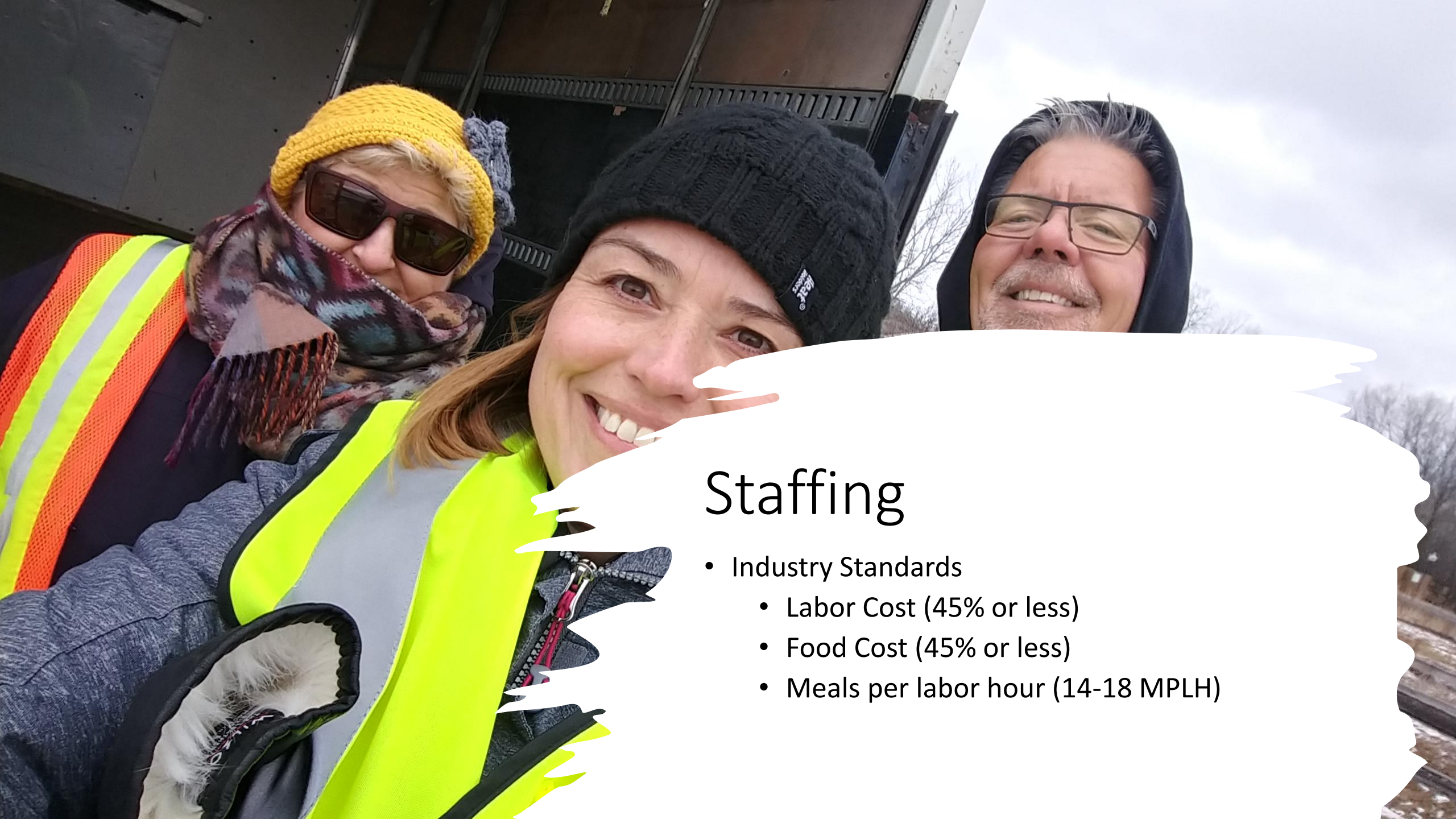
Project 547/XXX Lunch

Project 546/XXX Breakfast



Expense Tips and Tricks

- Staffing
- USDA Equipment Grants
- Major Assets



Staffing

- Industry Standards
 - Labor Cost (45% or less)
 - Food Cost (45% or less)
 - Meals per labor hour (14-18 MPLH)

USDA Equipment Grant



Eligibility: NSLP & SSO



Amount: \$1,000-\$25,000



Due: Dec 17th



Purchase Date: late June

USDA Equipment Grant

Focus

- Improve Quality
- Increase Participation
- Improve Environment
- Locally Grown
- Energy-Efficient

[WI DPI Site](#)

Major Assets

- Freezers
- Ovens
- Dishwashers
- POS Equipment

TUES- TACO TUES
WED- PASTA BAR
THUR- FRENCH TOAST
SAUCE
FRI- GRILLED CHEESE
TOMATO

Revenue Tips and Tricks

- Increase Participation
- Catering
- Monthly Claiming



Increasing Participation

- Focus/Mission
- Staff not eating
- Food Quality
- Student Involvement
- Tastings
- Local



Focus/Mission


- Purpose
- Goals



Staff not eating

- Why?
- Do you eat school lunch?
- Delivery
- Salads



A buffet-style food station featuring several metal pots and trays filled with fresh vegetables. In the foreground, there is a large pot of sliced red tomatoes, a tray of green beans, and a pot of shredded orange carrots. Behind these are more trays and pots containing green leafy vegetables, possibly spinach or kale, and other prepared items. A black thermos and a squeeze bottle are also visible on the counter.

Food Quality

- Traditional Cafeteria Food
- Fast Food
- Fast Casual
- Grow Your Own

Fork Farm



Catering

- District
- Outside
- Park and Recs Program
- Philanthropic Events



Catering Billing

- Internal Invoice: JE
- External Invoice: Deposit
- Parks and Recs: Site claim
- Philanthropic Events: ???



Monthly Claims



Tips and Tricks

Fund Balance is too high???

Food Service Audit

Negative/Positive Accounts

Annual Report

Nutshell

Fund
Balance is
too high???

3X monthly operating costs

DPI will let you know

1 year to fix

- Equipment
- Bonus Program
- Uniforms
- Updated Marketing
- PD

Food Service Audit



Very organized



Take a breath



Provide easy to read reports



Ask questions

Negative/Positive Student Leaving Accounts

- Negative
 - Collections?
 - Free and Reduced Applications
 - Write Off Fund 10 Transfer
- Positive
 - Write a check
 - Submit to the state for unclaimed property



Annual Report



Take time on the report



Tells you how each program is financially

Nutshell



National School Lunch Program (NSLP)

Nutrition Standards & Meal Pattern Requirements

Age/Grade Groups

- K-5, 6-8, K-8, 9-12

Components

Milk

- Milk credits by volume (fluid ounces)
- 1 cup milk must be offered daily for all age/grade groups
- Offer at least two milk varieties. Allowable milk types include low-fat (unflavored) and fat-free (flavored or unflavored)

Fruits

- Fruits credit by volume (cups)
 - A minimum of ¼ cup fruit per serving is needed to credit
- Creditable forms of fruit include fresh, frozen (with or without added sugar), canned in water, light syrup or juice, dried, and pasteurized, full-strength juice
 - Dried fruit credits as twice the volume served (e.g. ¼ cup of raisins credits as ½ cup of fruit)
- Snack-type fruit products such as 100% fruit strips, leathers or drops are not creditable

Vegetables

- Vegetables credit by volume (cups)
 - A minimum of ¼ cup vegetable per serving is needed to credit
- Creditable forms of vegetables include fresh, frozen, canned, and pasteurized, full-strength juice
 - Raw, uncooked leafy vegetables credit as half of the volume served (e.g. 1 cup served = ½ cup creditable vegetable)
 - No more than half of weekly vegetable offerings can be in the form of juice
- Vegetable subgroup requirements must be met on a weekly basis
 - There are five required subgroups: dark green, red/orange, beans/peas/legumes, starchy, and other
 - Mixed vegetable dishes with unknown quantities per serving or mixed vegetable dishes that include starchy vegetables credit toward total vegetables and are categorized as additional

Grains

- Grains credit by weight (ounce equivalents [oz eq])
 - A minimum of 0.25 oz eq per serving is needed to credit
- Daily and weekly minimums must be offered and vary by age/grade group
 - Daily minimums: K-5, K-8, 6-8: **1.0 oz eq**, 9-12: **2.0 oz eq**
 - Weekly minimums: K-5, K-8, 6-8: **8.0 oz eq**, 9-12: **10 oz eq**
- All grains credited towards the meal pattern must be whole grain-rich
- Determine crediting by comparing the weight of the food product to those listed in [Exhibit A](#) or by calculating the grams of creditable grains in a recipe. Refer to the [USDA Food Buying Guide](#) for more information.



Questions