

**Scarborough Public Schools**  
**MEETING NOTES**

**Group/Team: School Board Finance Committee**

**Date: 2/2/2017**

**Start Time: 6:00 p.m.**

**End Time: 7:00 p.m.**

**Members Present: Jodi Shea, Chair; Cari Lyford, Julie Kukenberger, Jo Anne Sizemore, Kate Bolton**

**Others Present:**

**Next Meeting: Joint Town/School Finance Committee – February 9, 2017, 2:00 p.m.**  
**School Board Finance Committee – March 2, 2017, 6:00 p.m.**

**Distribution: School Board**  
**Post to web site**

<b>Notes/Action</b>	<b>Responsibility</b>	<b>Timeline</b>
<p><b>Agenda item 1.1 - Update/debrief on Joint Committee meeting of January 19:</b></p> <p>This was a short discussion because everyone was in attendance at that meeting. Jodi confirmed that she is collaborating with Peter Hayes on an agenda for the February 9 joint meeting. They will share their draft with Kate to be formatted and distributed.</p> <p>One of the agenda items will be the Budget Forum. Kate will email a link to the prior years' Q&amp;A documents for committee members to review prior to the meeting.</p>	<p>Jodi, Peter &amp; Kate</p> <p>Kate</p>	<p>Prior to February 9</p> <p>February 3, 2017</p>
<p><b>Agenda item 1.2 - Follow up to collaboration with Communications Committee on School Nutrition promotion (tabled from January meeting).</b></p> <p>Continuing discussion of how to support School Nutrition program and increase food sales revenue. Promotion on the Board Facebook page has started – looks good and is getting lots of comments. Blue Point has started publishing breakfast menus in their parent newsletter, and Peter plans to roll this out to the other K-2 schools.</p>	<p>Team would like to meet again with Peter and brainstorm – Jo Anne will coordinate.</p>	<p>TBD</p>

<p>We noted that reimbursable meal counts and revenues are up, while a la carte revenues and breakfast have fallen off. School schedule may be having some impact on breakfast. We are trying “grab &amp; go” breakfast at Wentworth and the Middle School now.</p> <p>Some other ideas:</p> <p><b>SMOOTHIES!</b> Get vitamix machines through grant from SEF? Smoothies are great because:</p> <ul style="list-style-type: none"> <li>• They count as a fruit or vegetable in meal</li> <li>• They’re portable</li> <li>• You can use less-than-perfect fruit and veggies to make them</li> <li>• Kids love them</li> </ul> <p><b>Ordering Technology</b> Cape uses smartboards and an app to facilitate lunch orders for students and staff – can we look into what that is? Cape has significantly increased staff meals with the use of their ordering system – this could boost our a la carte revenues.</p> <p><b>Expand hours?</b> Could we provide a meal/snacks at the end of the school day for students as they leave? Many kids going to sports, clubs, work and other activities after school are starving. Could work with booster groups to promote and support cost. Would need to weigh the extra cost of having staff later in the day for food prep and service.</p>	<p>JoAnne can discuss with CoTECH team</p>	
<p><b>Agenda item 2.1 - FY2017 Quarter 2 Financials:</b></p> <p>Kate reviewed the Quarter 2 financial report with the committee. The Notes &amp; Comments section has been revised to address committee member questions and clarify for the public.</p> <p>The report will be emailed to the full Board and posted on the School website tomorrow.</p>	<p>Kate</p>	<p>February 3, 2017</p>