

Notice: These minutes are in D R A F T format, and shall remain as such as the legal record in compliance with RSA 91:A in their written archival form. They are likely to contain errors and may be in need of correction which can only be done in public in a properly-posted, subsequent meeting of the School Board. Accordingly, you are referred to the minutes of a subsequent (i.e. future -- but not necessarily the next sequential) meeting of the Board to identify what may have been changed as an approved and properly modified record in compliance with law.

NEWFOUND AREA SCHOOL DISTRICT

School Board Minutes

Monday, June 5, 2017

Non-public session will immediately follow conclusion of public session

Location: LMC- Newfound Regional High School

- I. Call to Order by Jeff Levesque at 6:03 p.m.
- II. Pledge of Allegiance
- III. Record Roll:

Sue Cheney, Alexandria	present
Vincent Paul Migliore, Bridgewater	present
Jason Robert, Bristol	present
Jeff Levesque, Groton	present
Don Franklin, Hebron	present
Christine Davol, New Hampton	present
Sharon Klapyk, Danbury	present
- IV. Approval or Modification of Agenda
None
- V. Presentation by Food Service Vendors
 - Michael Limanni said Café Services from Manchester, NH is to provide the school board with an overview of their program as they have presented in their RFP. Mike explained that two other vendors had shown interest in the proposal. One other vendor provided a proposal, but based on their costs compared with Café services they decided to not present to the School Board.
 - Bill Van Zandt, Senior Vice President and Co-founder of Café Services noted that they have been in business since 1993. Mascoma School District was the first client and has been a client for 25 years. Bill introduced Chris Faro, Director of Operations for Education, Cara Green who works with onsite food manager and Matt Pierce, Executive Chef.
 - Chris explained that clients of Café Services include 60 school districts in NH and VT and several summer camps like Camp Pasquaney on Newfound Lake. Tonight, Chef Pierce has prepared a typical power bowl station consisting of fresh vegetables and proteins. Café Services prides itself on utilizing fresh foods whenever possible.
 - Chef Pierce designs a promo calendar several times a year to introduce items like seaweed. Surveys are given to students so that they may receive feedback on

sample items. The Chef works with wellness committee to support efforts in the school.

- Café Services proposal is to invest up to \$60,000 for equipment to help facilitate made to order deli options, or to display cooking. This is a loan program and at the end of five years, the district owns the equipment.
- Menu items like Grab and Go, Pizza Express, Market Fresh, and Made to Order were discussed for middle and high school. The elementary schools offer a down sized menu of the same foods. Chef passed around Made to Order sample.
- Trial by Taste promos coincide with Harvest of the Month, a Vermont designed classroom curriculum around squash, apples, corn etc. Power Bowls are customized to the district tastes. Some like mac 'n' cheese bowls or burrito bars and this helps kids buy into the program.
- Lunch Box, one of Café services products, is a reimbursable meal and is marketed similar to Lunchables.
- Emphasis was placed on professional resources that Café Services provides including a dedicated onsite food service director just for Newfound, financial support and staff training.

Discussion:

- Some foods are served hot but temperature is based on the season. Allergies are dealt with by offering a nut free food line and medical information is accessed and kept on file. Café services has a nutritionist who would work with the school to ensure all student needs were being met.
- Full breakfast plan is offered with an omlette station or grab 'n' go in the lobby.
- Space and Staff are currently adequate for their needs. They will make a few changes/upgrades as discussed earlier. The goal is to create a program that improves what does not work, and to not change what works. The current staff will have support from Café Services, opportunity for growth, and open communication with corporate staff. Employee retention rate is 99%. Focus is to feed students the best way we can.
- Café Services guarantees an increase of a \$1900 gain that does not include the \$60,000 initial investment. Mike Limanni said they provide surety with financial information.
- The first year is a probationary contract and then with board approval a four year contract. Café Services has not lost a contract before the term was done.
- The staff asked the question about training. The RFP states current staff can choose to stay and transition to Café Services employees. Café Services team will train the current staff. Chef makes very user-friendly menus in color packets. Training will begin before school opens. Process is preparing different items in a variety of ways. There is income growth for the program predicted of 15% participation increase over one year. Four days of training cover safety, culinary, station books with recipes and on opening day the team is there to help. A task list will let staff know what to do.
- All current staff will be offered a job.
- How can we raise money by reducing a deficit and keep the same low prices for kids?

- ✓ Buy in bulk
- ✓ Increase participation
- ✓ Make workplace more efficient by accessing resources
- Café Services will become the employer for anyone who chooses to transition with them. Human Resources for Café Services would then work with all employees in the food services department.
- The initial investment of \$60,000 was discussed. Do we buy out of it if we end the contract before five years? Either we can buy equipment or Café Services will take it with them.
- The audience noted that the RFP states employees will be on a probationary period November 30 at which time they will be reassessed. Mike Limanni explained he put the 90 days in there to give staff a fair amount of time to get acclimated to their new opportunity.
- Tom Fitzpatrick inquired if disposable plastics or trays would be utilized. Café services indicated that they will keep trays.
- Christine Davol asked if other schools have been toured. Café services indicated that they contract with many clients including locally Plymouth, Kearsarge and Interlakes.
- Staff expressed concerns regarding their pay and employment. Café services management and Mike Limanni indicated that more hours may be needed and maybe more staff. Mike Limanni said he may have to make cuts if we don't outsource because he tried unsuccessfully for four years to get things right at just a basic level. The board is being asked to outsource an in house program and that is to be taken seriously.
- Café Services closed by saying they provide the resources and Management is out there daily giving support. Mike Limanni invited the audience to email him with questions or concerns.

VI. Adjournment

Vincent Migliore made a motion to adjourn at 7:43 p.m. Don Franklin seconded. Vote 7-0-0-0 ***Motion Passed***

Jeff Levesque made a motion to go into non-public session: 91-A (3) (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. Sue Cheney seconded. A roll call vote was taken: Bristol-yes; Bridgewater-yes; Hebron-yes; Danbury-yes; Alexandria- yes; New Hampton- yes; Groton- yes ***Motion Passed***

The Board entered non-public at 7:45.

Present in non-public: Jeff Levesque, Don Franklin, Sue Cheney, Vincent Migliore, Sharon Klapyk, Jason Robert, Christine Davol, Stacy Buckley (Superintendent)

The board discussed a personnel matter.

- Sue Cheney made a motion to leave non-public session at 7:58. Jeff Levesque seconded the motion. A roll call vote was taken: Bristol-yes; Bridgewater- yes; Hebron-yes; Danbury-yes; Alexandria- yes; New Hampton- yes; Groton- yes ***Motion Passed***

The board returned to public session at 7:59

- Jeff Levesque made a motion to seal the non-public minutes for an indefinite period of time. Jason Robert seconded the motion. A roll call vote was taken: Bristol-yes; Bridgewater- yes; Hebron-yes; Danbury-yes; Alexandria- yes; New Hampton-yes; Groton- yes ***Passed Motion***
- Jeff Levesque made a motion to accept the resignation of Craig Cakouros effective June 30, 2017. Sharon Klapyk seconded the motion. Vote: 7-0-0 ***Motion Passed***
- Vincent Migliore made a motion to adjourn the meeting at 8:02. Christine Davol seconded the motion. Vote: 7-0-0 ***Motion Passed***

Respectfully submitted by Ruth Whittier, School Board Clerk

District Staff present: Stacy Buckley, Superintendent; Michael Limanni, Business Administrator; Paul Ciotti, Tech Director

Audience: Mary Foster, Bristol; Karen Cantara, Alexandria; Cindy Adams, New Hampton; Nancy Cate, Bristol; Debra Patten, Bristol; Brenda Corbeil, Alexandria; Tom Fitzpatrick, Bristol; Dawn Haskell, Alexandria; Angela Irving, Alexandria; Elizabeth Pike Maragkes, Bristol; Karen Carey, Northfield; Charles Page