

GLASSBORO PUBLIC SCHOOLS  
GLASSBORO, NEW JERSEY

TO: Mark Silverstein  
FROM: Scott Henry  
DATE: March 28, 2017  
RE: Agenda Item for April 26, 2017

Recommend the board approve the contract renewal with Nutri-Serve Food Service Management at the per meal fee of \$0.1421 per student meal, \$0.1117 per meal equal, and the meal equal factor of \$1.00 for the 2017-18 school year. The 17-18 student meal amount represents an increase of \$.0021 per meal and the meal equivalent represents an increase of \$.0017 per meal. Student meal prices for 2017-18 will be reviewed and approved at a subsequent board meeting. This contract renewal is year 4 of 5.

# NUTRI-SERVE FOOD MANAGEMENT, INC.

School Food Service Management  
P.O. Box 297, 4431 Route 130 South  
Burlington, N.J. 08016

MAR 03 2017

(609) 386-8686  
Fax (609) 386-2255  
E-mail [office@nsfm.com](mailto:office@nsfm.com)

February 28, 2017

Mr. Scott Henry  
Business Administrator  
Glassboro School District  
560 Bowe Blvd.  
Glassboro, NJ 08028

Dear Scott,

The 2017-18 school year will be year 4 of 5 years before the Glassboro School District is required to go out to quote for food service management companies. Therefore, it is NOT necessary for the Board to solicit quotations this year.

The latest Consumer "Index Rate" published on January 1, 2017 in effect until April 1, 2017. The New Jersey Division of Food and Nutrition has instructed districts to use the following website to obtain this information:

[http://www.nj.gov/dca/divisions/dlgs/programs/lpci\\_docs/cur\\_index\\_rate.pdf](http://www.nj.gov/dca/divisions/dlgs/programs/lpci_docs/cur_index_rate.pdf)

The current CPI is 1.5%. This increase is calculated on the base year and added to the current year.

	<u>\$ St Meal</u>	<u>\$ Meal Eq</u>	<u>ME Factor</u>
<u>Base Year 2014-15</u>			
Base Yr Management Fee	\$0.1400	\$0.1100	\$1.00
Previous Year	\$0.1400	\$0.1100	
Increase	\$0.0021	\$0.0017	
<b><u>2017-18 Fee</u></b>	<b><u>\$0.1421</u></b>	<b><u>\$0.1117</u></b>	

**The numbers that are bolded should be included in the Board's motion for renewal if you vote in March.** The CPI may change in April then new rates would be sent.

Sample Motion: We motion to renew the food service management contract for Nutri-Serve Food Management, Inc. at the per meal fee of **\$0.1421 per student meal, \$0.1117 per meal equal, and the meal equal factor of \$1.00** for the 2017-18 school year.

These minutes must be certified when sent with the Nutri-Serve Food Management contract to Trenton.

Please email Karen Maier at [karenm@nsfm.com](mailto:karenm@nsfm.com) after the Board has voted, and we will send you the 2017-18 contract approved by the NJ Division of Food and Nutrition.

If you have any questions about these calculations or the process, please give me a call. We look forward to continuing our partnership with Glassboro School District for years to come.

Sincerely,



Karen B. Maier, MS, RD  
President