

GLASSBORO SCHOOL DISTRICT

2020-2021

Monthly Board Items

Cafeteria Update

Date Submitted:

August 18, 2020

Submitted by:

Jennifer Johnson, Business Administrator

Position/Item:

2019-2020 Financial Settlement with Chartwells

The 2019-2020 contract with Chartwells to manage the district food service program included a \$78,339 guarantee based on the number of serving days. The Business Administrator and Edvocate collaborated on a fair basis to adjust the Guarantee because of closing schools on March 18 for COVID-19.

The new guarantee offered was based on:

$$\$78,339 / 180 \text{ days} = \$435.22 \text{ per day} \times 61 \text{ days} = \$26,548.22$$

\$78,339.00

(\$26,548.22)

\$51,790.78

The deficit thru June 30, 2020 was (\$66,471), Chartwell has agreed to the revised guarantee of \$51,790.78.

chartwells



August 25, 2020

Glassboro School District
Ms. Jennifer Johnson
Business Administrator

Dear Jennifer;

It has been a pleasure serving the Glassboro School District in the 2019-2020 school year. The following is a review of our financial reconciliation for the school year.

Contractual Guarantee = **\$78,339**

Actual Operating Profit = (\$66,470)

Agreed upon amount owed to the District = **\$118,000**

Chartwells will refund the District in the amount of **\$118,000**. With your approval I will process the districts refund. To process the payment I will need a copy of the Districts W-9. Additionally, can you please email me a copy of the District signed copy of the contract addendum for the 2020-2021 school year.

If I can be of further assistance to you, please contact me. It has been a pleasure serving the Glassboro Board of Education and I look forward to another successful year.

Sincerely,

James Gillespie
District Manager


Jennifer Johnson 8/24/2020
Date