

GLASSBORO SCHOOL DISTRICT

2020-21

Monthly Board Items

Date Submitted:

6/5/2020

Proposed Effective Date:

7/01/2020

Submitted by:

Jennifer Johnson, Business Administrator

Position/Item:

Consultant

Proposed cost/amount:

\$12,240.00

Funded Through:

Cafe

Board Action Requested: Recommend Board approval to renew contract with Edvocate School Support Solutions to provide comprehensive contract monitoring and compliance of Chartwells, our food service provider for the 2020-21 school year in the amount of \$12,240 (*attachment*).

Details and Ramifications: This contract is an expense included in the calculation to arrive at the \$52,000 guarantee with Chartwells. Edvocate works with Chartwells and the District to improve operations such as menus, food quality, food presentation, service quality, speed of service, and compliance to all USDA regulations. In addition, monthly reports provided monitor the budget and track key operating metrics of the program. After consultation with the Administration Edvocate, negotiated the 2020-21 renewal and the guarantee is still higher than the alternative bid received one year ago.

Positives: Edvocate was invaluable during the transition of the new food service management company, Chartwells. Weekly meetings were held with Administration and Chartwells to monitor progress for the opening of 19-20 school year. The onsite director was not hired until two weeks prior to the start of school and the regional manager changed two months into the program. The oversight of the kitchen was invaluable during this transition. If not present email follow up with Chartwells and Administration was consistent. During COVID-19 Edvocate worked with Administration to ensure the district was compliant and the oversight of the kitchen continued.

Concerns: None

Other Comments: An increase in revenue will only result if participation in the food service program increases. Continuing Edvocate's collaboration with administration this change is possible.