

**January 2, 2019, 1:00PM-2:30PM,  
Brookline Town Hall, 5th floor, School Committee Room**

**Attendance:**

Patricia Laham, Coordinator of School Health Services  
Gus Travassos, Food Service Director  
Matt Gillis, Director of Operations  
Bettina Neufeind, PSB Parent Representative;  
Sue Levy, PSB Parent Representative (alternate)  
Suzanne Federspiel, School Committee Representative  
Mary Ellen Dunn, Deputy Superintendent of Schools for Admin. & Finance  
Pat Maloney, Director of Environmental Health, Chief Sanitarian  
John Prunier, Whitsons District Manager (liaison)  
Donna Odell, Food Service Employee

**Absent:**

Bonnie Hatzieleftheriadis, Food Service Employee; Jessica Wender-Shubow, President of the Brookline Educators Union; Dai Nguyen, Public Health Sanitarian; Blanka Bogdanovic, PSB Parent Representative; Donna Pertel, PSB Parent Representative

**Student Advisor Focus Group:**

Ifeamaka Richardson (Junior)  
Kyle Schallies (Freshmen)  
Max Siegel (Junior)  
Charlotte Vincent (Sophomore)  
Alexis Raitt (Senior)  
Raman Milky (Senior)  
Aryn Lee (Sophomore)  
Mehdi Balamoune (Freshmen)

**Agenda**

1. Approval of Minutes – Moved by Mat Gillis, seconded by Suzanne Federspiel, Unanimously approved.
2. Financial Update/Status
  - Financial Update/Status: Presentation of Month-to-Month July – November. Showing which schools were increasing and highlighting meals for BHS dipping. The food hasn't changed much. The food is prepared in the same matter. Social Media may have affected the decline during the end of the month into November.

- A la carte is higher than anticipated. There are concerns about time and wanting something else to eat. We cannot give additional meals without purchasing a meal.
- Meal Per labor hour explained. High Teens Good. Low teens – may need to have less labor. It is not linear and not a perfect system.
- What are the most popular items beyond, pizza, breakfast for month? Took their input for the December and January menus. Hot Dogs meal goes up once a month, but not once a week.
- How do we drive participation for lunch, breakfast, a la cart sales?
- As of November, we have a deficit for \$138k. We need to pull \$46k out of the program. Our charge is to drive the breakfast, lunch, and a la carte sales.

3. Review Survey Results from fall 2017 and 2018.

4. Recommendation for Elementary A la carte Updates (10 best sellers for Whitson Clients, 10 Best sellers for Brookline).

a. Review of Spec Sheets

- i. Beverages: Rejected Envy Sparkling Juice. Encouraged review of flavored sparkling water and other options in the mix that are lower sugar. Discussion of flavored milk.
- ii. Snacks: Baked Chips, Plain Popcorn, Pretzels (warm vs bagged).

b. Vote for Recommended Change

- i. Program days of the week for variety of items, rather than everything every day.
- ii. Tostitos with Salsa, Plain Pop Chip w/hummus; Combination Snacks; Popcorn/Smart Food, Packaged Fruit; Pre-Packaged. Will Continue to review and change offerings.

c. Marketing Materials for Students/Parents :

- i. Relaunch of School Lunch and Harvard Healthy Eating Plate. Here is healthy eating in its simplest form. Events and awareness in schools to purchase lunch. What does \$3.25 buy for school lunch? John Prunier will work with Marketing. We are going to do a pilot with Pierce on marketing planning and options and education around healthy eating. Find out why people aren't buy lunch. Etc.
  - We need to invite and include Tina Bozeman, k12 Wellness Coordinator to include the Health Curriculum, Biology Teachers and Units.
- ii. Field Trip Meals – opt out, not opt in.
- iii. Snacks and Beverages at the end of the line. Kids should not be able to purchase snacks without having a meal or a bagged lunch.
- iv. Educate the Teachers on the new offerings and the process.
- v. Education: Classroom, area dietician, no chef anymore – that would have helped and now we need other resources to work with Food Service Team.

- vi. Literature Distribution? Tasting panel of students; Hot meal marketing options and willingness of Principals and Staff to make the announcements.
- vii. Parent Open House? Cost and partner event February?

5. Update from BHS Students

6. Other Items as time allows

- a. Timely and Transparent Financial Reporting.
- b. Addressing Structural Deficit.
  - i. Menu Review
    - Review 2016 menus against 2018 menus next meeting.
  - ii. Healthy A la carte items

Resources:

School Meals that Rock (web site)

John Stalker Institute

Pinterest School Lunch.

Center for Eco Literacy – one bowl meals, and resources to reach out to students.

Lunch Lady – Boulder, CO.