

AGENDA

EARLE SCHOOL DISTRICT

May 24, 2022

SPECIAL CALLED BOARD MEETING

The Commissioner of Education assumed authority over the Earle School district on November 6, 2017. The Commissioner of Education acts in lieu of a local school board until such time that a school board is reinstated.

Action Items

1. Recommendation to hire staff to fill vacant positions
2. Recommendation to approve renewal agreement with Taher, Inc.
3. Recommendation to hire staff to teach summer school

ACTION ITEM 1

Recommendation to hire staff for vacant positions

Action Item #1

Recommendation to hire employees to fill vacant positions for SY 2022/23

Background Information:

Based on the DESE approved Staffing Worksheet for SY 2022/23, the district posted vacant positions. Candidates were selected and interviews held based on qualifications and in accordance with the district equity plan. Each applicant is recommended pending proof of appropriate clearance by Child Maltreatment Central Registry and law enforcement.

Recommendations are as follows:

- Carl Miller - PE/Health 7-12
- Brenda Baxter - SS 7-10
- Michael Small - SPED 7-12
- DeAndre Holmes - K-6

Attachment(s) Yes No

Fiscal Impact/Debt Request

As presented in the projected budget

Superintendent's Recommendation:

It is recommended that the Commissioner approve the recommendations to hire.

Commissioner's Decision:

Approve Recommendation

Deny Recommendation

Return item for more information

Signature John Key

Date 5/24/2022

ACTION ITEM 2

**Recommendation to approve renewal agreement with Taher Food Service
Management**

Action Item #2

Recommendation to approve renewal agreement with Taher Food Service Management Company for the 2022-23 school year

Background Information:

The district contracted with Taher for SY 2021-22 and is interested in moving forward with the renewal agreement for SY 2022-23. There have been a few minor price changes due to inflation.

Attachment(s) Yes No

Renewal contract with Taher, Inc.

Fiscal Impact/Debt Request

N/A

Superintendent's Recommendation:

It is recommended that the Commissioner approve the renewal agreement with Taher, Inc. for the 2022/23 school year pending Child Nutrition approval.

Commissioner's Decision:

Approve Recommendation

Deny Recommendation

Return item for more information

Signature



Date

5/24/2022

THE SCHOOL YEAR 2022-2023 CONTRACT RENEWAL CHECKLIST
School Food Authority Renewal of Food Service Management Company Contract

This checklist must be completed and submitted to the Arkansas Department of Education, Division of Elementary and Secondary Education, Child Nutrition Unit (CNU) for approval with the methodology for a fee increase and required amendments by **Friday, May 27, 2022**, to the following email [redacted] for contract renewals for the school year 2022-2023.

Attached are the details of the district's Original Contract. If the district plans to operate any part of the Child Nutrition Program differently than stated in the Original Contract, an addendum must be attached with the details for approval. CNU must ensure that the contract documents and any amendments have been developed or drafted by the SFA and NOT the FSMC that is competing. This regulation exists to ensure contractor performance and eliminate unfair competitive advantage. [2 CFR § 200.319(a)(b)]

Contract Renewals submitted after June 2022, may require the School Food Authority (SFA) to return to a self-operated Food Service Program.

Please check each box for which information and/or documents have been provided.

- 1. District letter signed by the superintendent stating SFA's intent to renew the contract with the FSMC for the 2022-2023 school year.
- 2. Contract Renewal Agreement. The term of any Contract Renewal must coincide with the upcoming school calendar year and may not exceed one year.

A. Methodologies for Fee Increases

Fee increases, including Allocated Charges, must be linked to the Consumer Price Index (CPI). A methodology and calculation must be provided for each fee increase to reflect the percentage of increase in Food Away from Home from the CPI (6.4% January 2022). Please check each box below that applies to your SFA. **Attach a copy of the Methodology used for any increase.**

Administrative Fee Increase
Current Administrative Fee \$ _____
Proposed Administrative Fee \$ _____

Management Fee Increase
Current Management Fee \$ _____
Proposed Management Fee \$ _____

Fixed Meal-Rate Increase/Methodology Attached

School Breakfast Program
Current Fee \$2.09
Proposed Fee \$2.224

National School Lunch Program
Current Fee \$3.22
Proposed Fee \$3.426

Afterschool Snack Program
Current Fee \$1.04
Proposed Fee \$1.107

Fixed rate monthly/number of months \$ _____
 No Fee Increase

B. Change in the scope of the contract
Copy of any amendments, subcontracts, letter agreements, or any other documents related to the contract for food service management. If the district and FSMC are not operating in accordance with their original contract and any changes have been made since the original contract was signed, a contract amendment must be submitted to CNU with this packet concerning any change from the original contract.
Attach a copy of the changes.

C. Crediting of USDA donated Foods
FSMCs are required to credit the SFA for the value of USDA donated foods received by the SFA from the distributing agency. 7 CFR § 250.51 Crediting must be done not less than annually and must not cause cash resources to exceed the three months operating balance established in 7 CFR § 210.9 (b)(2).

Fixed Price contracts will credit the value of USDA donated foods received by Net Off Invoice.

Monthly Annually Other

Cost Reimbursable contracts will credit the amount of USDA foods by disclosing the value of foods received rather than a net-off invoice.

Monthly Annually Other

D. Fresh Fruit and Vegetable Program

Adding
 Discontinuing

List Schools: _____

Since FFVP is a cost-reimbursement grant, adding or discontinuing the FFVP would not constitute a material change in the contract. FFVP allows for the direct cost (food and certain non-food supplies) and administrative cost which can be up to 10% of the grant award. The administrative cost is not an entitlement for either the SFA or the FSMC.

SFA Earle
Year 2 of 5

LEA 1802
FSMC Taher, Inc.

- 3. List of Schools Served
Provide a list of schools that have been added or deleted from the original contract.
- 4. Attach a copy of the signed School Board minutes approving the Renewal of Contract.
- 5. SFA Contact
Provide the following information for the individual at the SFA responsible for answering questions and correspondence concerning its food service operation:
 - Name & Job Title Tish Knowles
 - Telephone Number 870-492-8486
 - Email Address tknowles@esdbulldogs.org

Tish Knowles
Superintendent Signature

Date

Procedures for the Food Service Management Company (FSMC) Contract Renewals

The district must notify the Child Nutrition Unit (CNU) each year within the optional four-year renewal period of the district's intent to renew the original contract with the current FSMC by submitting the following documentation:

1. Letter stating that the district has elected to renew the original contract with the current FSMC for the upcoming school year accompanied by a completed CNU Contract Renewal Checklist.
2. Copy of any amendments, subcontracts, letter agreements, or any other documents related to the contract for food service management. If the district and FSMC are not operating in accordance with their original contract and any changes have been made since the original contract was signed, a contract amendment must be submitted to CNU with this packet concerning any change from the original contract.
3. The SFA must maintain documentation for Federal and State mandated audits, including the CNU Procurement Review.
 - a. The district shall ensure that FSMC fully discloses all discounts, rebates, applicable credits, allowances, and incentives received by the FSMC. Allowable costs will be paid from the nonprofit child nutrition account to the FSMC net of all discounts, rebates, and other applicable credits accruing to or received by the FSMC, to the extent those credits are allocable to the allowable portion of the costs billed to the school food authority. 7 CFR § 210.21(f)(1)(i)
 - b. If FSMC receives a discount, rebate, applicable credit, allowance, or incentive, FSMC must disclose and return to the district the full amount of the discount, rebate, or applicable credit that is received based on the purchases made on behalf of the district. The FSMC shall report discounts, rebates, and other credits allocable to the contract on monthly invoices. Any, not reported monthly, must be reported at the conclusion of the contract. All discounts, rebates, or applicable credit must be itemized on bills and invoices presented to the district for payment. All discounts, rebates, allowances, and incentives must be returned to the district by a mutually agreed-upon timeframe that is beneficial to the district; however, the timeframe may be no less than annually.
 - c. FSMC's determination of its allowable costs must be made in compliance with the applicable United States Department of Agriculture Program regulations and 2 CFR § 200. FSMC must (a) separately identify, for each cost submitted for payment to the school food authority, the amount of an allowable cost and the amount that is unallowable, or (b) FSMC must exclude all unallowable costs from its billing documents and certify that only allowable costs are submitted for payment and (c) records have been established that maintain the visibility of unallowable costs, including directly associated costs in a manner suitable for contract cost determination and verification.
 - d. The FSMC shall maintain documentation of costs and discounts, rebates, and other applicable credits consistent with federal, state, and local regulations, and shall furnish such documentation upon request to the district, state, federal representatives, or auditors.

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): U. S. city average, by expenditure category

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): U.S. city average, by expenditure category, January 2022[1982-84=100, unless otherwise noted]

Expenditure category	Relative importance	Unadjusted indexes				Unadjusted percent change		Seasonally adjusted percent change		
		Dec. 2021	Jan. 2021	Dec. 2021	Jan. 2022	Jan. 2021-2022	Dec. 2021-2022	Oct. 2021-2021	Nov. 2021-2021	Dec. 2021-2022
		2021	2021	2021	2022	Jan. 2022	Jan. 2022	Nov. 2021	Dec. 2021	Jan. 2022
All Items	100.000	261.52	278.802	281.148	7.5	0.8	0.7	0.6	0.6	
Food	13.370	270.938	286.966	289.772	7.0	1.0	0.8	0.5	0.9	
Food at home	8.165	252.107	267.555	270.711	7.4	1.2	0.9	0.4	1.0	
Cereals and bakery products	1.030	282.911	297.279	302.242	6.8	1.7	0.7	0.3	1.8	
Meats, poultry, fish, and eggs	1.888	265.922	297.604	298.441	12.2	0.3	1.0	0.2	0.3	
Dairy and related products	0.752	231.546	235.442	238.675	3.1	1.4	0.3	0.6	1.1	
Fruits and vegetables	1.408	309.954	321.931	327.451	5.6	1.7	1.0	0.5	0.9	
Nonalcoholic beverages and beverage materials	0.933	179.789	186.723	188.719	5.0	1.1	0.3	0.6	0.0	
Other food at home	2.153	217.824	230.809	233.956	7.4	1.4	1.3	0.4	1.6	
Food away from home()	5.205	300.382	317.372	319.471	6.4	0.7	0.6	0.6	0.7	

SY 21/22 Fixed Meal Type	SY 21/22 Fixed Meal-Rate	CPI index increase %	22/23 SY Meal-Rate % total	22/23 SY rate unrounded	22/23 SY rate rounded
Lunch	\$3.22	6.40%	0.2060800	3.42608	3.326
Breakfast	\$2.09	6.40%	0.1337600	2.22376	2.224
Snack	\$1.04	6.40%	0.0665600	1.10656	1.107

ACTION ITEM 3

Recommendation to hire staff for summer school

Action Item #3

Recommendation to approve staff for summer school for the month of June based on the number of students enrolled.

Background Information:

Students have suffered a loss of learning throughout the pandemic. Students are selected based on grades, test scores, lack of progress, and a need for credit recovery. ESSER II funds have been budgeted for summer school.

Attachment(s) Yes No

N/A

Fiscal Impact/Debt Request

Approximately \$45,000 (including benefits) from ESSER II

Superintendent's Recommendation:

It is recommended that the Commissioner approve hiring staff as needed for summer school.

Commissioner's Decision:

Approve Recommendation

Deny Recommendation

Return item for more information

Signature



Date

5/24/2022