



2020-2021 Meal Service Plan

Public Schools of Brookline





Overview

Waiver Extension

Meal Service Models

- **In-School Meal Model**
 - Grab N Go Breakfast
 - In-Classroom Lunches
- **Remote Learning Meal Model**
 - Remote Pick-Up
 - Mobile Delivery
- **Hybrid Take-Home Meal Model**

School Committee Authorizations

Deficit Spending

Financial Summary

Meal Charge Policy



Overview

Food Service Reopening Models for the 2020- 2021 School Year

- Fully in-person for Pre-K, Kindergarten and our First to Return students
- Fully remote for students in grades 1-12

(Grade 1 and 2 will be in person when buildings are ready)

Overview Continued

Meal Service Models:

- ❖ In-Classroom Meal Service Model
- ❖ Remote Meal Pick Up Model
- ❖ Remote Mobile Delivery Model
- ❖ Hybrid Learner Take Home Meals Model





Free Meal Waiver Extension

- All meals are available FREE to ALL students
 - regardless of the reopening school model the student is following, and
 - regardless of their meal status
- Extension ends on December 31, 2020.



Waiver Contd.

The following waiver flexibilities were part of the extension:

- Allows **non-congregate feeding**
- Allows **parents and guardians to pick up meals for children**
- Extends **area eligibility** waivers
- Allows **meal pattern flexibility** in the Food Service Program



Brookline School Committee

**Brookline School Committee
helped to extend this
Free Meal Waiver!**

Our families and students

Thank You!

Participation is Essential

Less students in school = Less meals sold

↓ Reimbursement = ↑ Greater Deficit

- We are asking stakeholders to encourage students and families to participate in the school meal program
- Meals are free to all
- Increasing participation increases the Food Service Department's reimbursement revenue
- Beneficial to students' health and focus during lessons





MEAL SERVICE PLANS

On-site Learners

Menu Features & How to Participate

NEW and EASY to use
Ordering Feature!





Interactive Menu Continues

Our interactive menu is available on the districts website at :

publicschoolsofbrooklineschoolnutrition.com.

Families with children with allergens are highly encouraged to pre order so special accommodations may be made during preparation and service

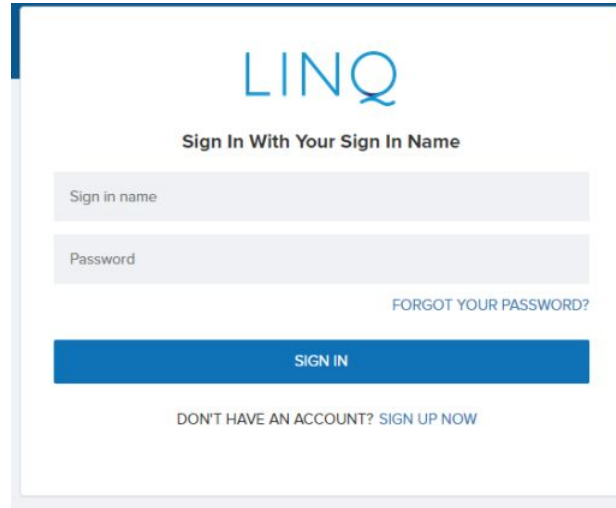


Order Ahead!

- Every pre-ordered meal will be labeled
- Labels will contain Student Name as well as their unique allergen information.
- Meals containing the top 8 allergens will be clearly labeled

How to Participate

onlineordering.linq.com.



The image shows a screenshot of the LINQ online ordering sign-in page. The page features the LINQ logo at the top, followed by the heading "Sign In With Your Sign In Name". Below this are two input fields: "Sign in name" and "Password". To the right of the password field is a link that says "FORGOT YOUR PASSWORD?". Below the input fields is a blue "SIGN IN" button. At the bottom of the page is a link that says "DON'T HAVE AN ACCOUNT? SIGN UP NOW".

A account is required to access the online ordering



IN-SCHOOL MEAL SERVICE MODEL

Grab N Go Breakfast



The Grab & Go Breakfast Model

- Grab & Go stations will be set up at the entrance of the school or in designated area of high traffic.
- Students will bring breakfasts to classroom or designated area.
- Students who arrive late can still get breakfast.



Grab & Go Meal Set Up



IN-PERSON MEAL SERVICE MODEL

Classroom Lunch



Classroom Meal Service

- For all in-person students
- Lunches prepared and packaged at the central kitchen (Brookline High School and secondary site when capacity limits are reached)
- Individually packaged & labeled (student labeled)
- Sorted & packaged by classroom



Classroom Meal Service Cont.

- The Food Service van will bring meals to each individual school or BEEP location
- A Food Service staff will be located at each school
- Meals will be distributed to classrooms by FS staff OR principals will agree on staff pick-up location



School Staff's Role

- School Staff will receive insulated bags and tally sheets with their class's meal each day
- Tally sheets will be filled out AT meal time
- The sheet and bag will be left outside of classroom after meal
- Everything will be picked up by Food Service Staff



Lunch Waste Management

- Recyclable and compostable packaging will be used as much as possible throughout the year
- Composting efforts will be encouraged
- Meal waste will be
 - disposed in a separate waste bin provided to each class
 - picked up after each meal service by custodial staff



REMOTE LEARNERS MEAL PLAN

Remote Pick Up Model



Remote Pick-up Meal Service Model

- For all fully-remote students
- Multiple Delivery and Pick-up locations
- Breakfast and Lunches provided for multiple days at a time
- Parents or Students may pick-up meals
- Limited contact



How it Works

- Individually packaged
- Pre-ordering at onlineordering.linq.com is highly encouraged.
- Between 4:00 pm- 5:00 pm every Monday, Wednesdays and Fridays
- Outside of normal working and school hours
- May pick-up on foot or stay in vehicle



REMOTE LEARNERS

Mobile Meal Plan



Mobile Meal Service

Our current mobile meal service will continue for all remote learners currently accessing meals at the following locations:

Brookline Housing Authority (High Street Veterans)

Brookline Housing Authority (22 High Street)

Brookline Housing Authority (Egmont Street)

Baker school

Florida Ruffin Ridley School

✓ No sign up necessary

Remote Meals Pick-up Schedule

Meal Site	Location	Pick Up Time	Type of Site
Brookline High School	115 Greenough Street (in front of the main building)	4:00 - 5:00 pm	Pick up Site
Pierce School	50 School Street (Town Hall parking lot)	4:00 - 5:00 pm	Pick up Site
BHA 226 High Street (High St. Veterans)	30 New Terrace Rd.	3:30 - 3:45	Mobile
BHA 22 High Street	22 High St.	3:50 - 4:15	Mobile
BHA Egmont Street	55R Egmont St.	4:30 - 4:45	Mobile
Baker School	Front entrance 205 Beverly Rd	5:00 - 5:15	Mobile
Florida Ruffin Ridley School	Stedman Street entrance	4:50 - 5:00	Mobile

Any changes to the schedule will be updated and posted on our website at <https://publicschoolsofbrooklineschoolnutrition.com>



TAKE HOME MEAL MODEL

Hybrid Learners and Weekend Meals



Take Home Meal Plan

- For hybrid school model when implemented
- Take home meals on their last day of in-person school each week
- Utilize Grab N Go stations for meal pick-up on their way to the bus
- Shelf stable or frozen meals used



Take Home Meal Plan

Example:

Students attending onsite classes on Mondays and Tuesdays will pick up meals on their way out of school at the end their last onsite day.

Their bag will include breakfasts and lunches for Wednesday, Thursday and Friday, and possibly Saturday and Sunday as well*



Next Steps...



School Committee Authorizations

- Authorization to Deficit Spend
- Flexibility with compostable meal containers
- Vote Meal Charge Policy



Authorization of Deficit Spending

Projected Deficit - \$48,360

- Subsidy from Town Cares Funds (\$225k food only)

Staffing Modifications required

- Layoffs - 50% reduction of staff headcount
- 94 % staff will have reduced hours
- Reclassification - requesting 1 position be downgraded from Gr 6 to 4 due to reduced workload and complexity of position



Financial Summary

Projected Revenue		
	Projected Sales	\$332,989
	Federal Reimbursement	\$320,976
	State Reimbursement	\$9,036
	Town CARES Act Grant	\$225,000
Projected Revenue		\$888,001
Expenses		
	Personnel	\$531,493
	Food	\$249,934
	Non Food	\$154,935
Projected Expense		\$936,361
Projected Deficit		-\$48,360



Flexibility with compostable meal containers

Requirement- Brookline By Law Article 5 requires all vendors use sustainable packaging when meals are packaged on site

Proposed alternate - reheatable packaging

Cost savings or Increase to deficit: \$0.32 per meal.

Vote on Meal Charge Policy

- establish consistent meal account procedure to address unpaid meal charges.





Community Partners

The Food Service Department thanks all hard working partners and volunteers for hard work during closure:

Brookline Housing Authority

The Brookline Food Pantry

Mutual Aid

Brookline Thrives

Steps to Success

Mothers Out Front

Brookline Safety net

With our teamwork we have been able to date serve over **52460** and counting meals to families since the shutdown.

