

MINUTES OF THE SPECIAL PUBLIC BOARD MEETING
HELD WEDNESDAY, JUNE 22, 2011 AT 4:00 P.M.
22 VALLEY ROAD, MONTCLAIR, NEW JERSEY

A. STATEMENTS

The meeting opened at 4:00 p.m.

Let the minutes reflect that adequate notice of this meeting has been approved in the following manner:

1. On Friday, June 17, 2011 notice of this meeting was faxed to the Montclair Times, the Herald News and the Star-Ledger. The time, date and location of this meeting were accurately set forth therein.
2. On this same date a copy of said notice was filed with the Township Clerk and was posted at the public bulletin board in the first floor main hall of the Board of Education building, 22 Valley Road.
3. Copies have also been mailed to all persons who have requested same at no cost.

E. The Pledge of Allegiance occurred at 4:01 p.m.

F. ROLL CALL

	PRESENT	ABSENT
Angelica Allen-McMillan	_____	x _____
Tanya Coke	x _____	_____
Robin Kulwin	x _____	_____
Leslie Larson	x _____	_____
Shelly Lombard	x _____	_____
Norman Rosenblum	x _____	_____
Deborah Wilson	_____	x _____
Staff Members	1 _____	
Members of the Public	15 _____	
Members of the Press	1 _____	

G. DISCUSSION OF THE FOOD SERVICE CONTRACT

Barbara Stank, Regional Sales Director and Pat Allegretto, District manager representatives from Chartwells attend the meeting.

The Board asked questions of the Chartwells representatives. They explained that the contract is awarded under certain conditions as detailed in the resolution. The Chartwells representatives also explained that the Board can make changes to the program, however, there may be costs to the district incurred by the changes.

H. RESOLUTIONS

1. Resolution re: Approval of School Breakfast and Lunch Prices, 2011-2012 School Year

Mrs. Lombard moved to approve the following resolution:

WHEREAS, the Montclair Board of Education will participate in the National School Lunch Program for the 2011-2012 fiscal year,

NOW, THEREFORE, BE IT RESOLVED that the Montclair Board of Education does hereby approve the price list which appears as Appendix A of this agenda item for paid, reduced and adult lunches.

Seconded by *Ms. Larson* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	_____	_____	_____	_____x_____
Tanya Coke	_____x_____	_____	_____	_____
Robin Kulwin	_____x_____	_____	_____	_____
Leslie Larson	_____x_____	_____	_____	_____
Shelly Lombard	_____x_____	_____	_____	_____
Norman Rosenblum	_____x_____	_____	_____	_____
Deborah Wilson	_____	_____	_____	_____x_____

2. Resolution re: Award of Contract for Food Service 2011-2012 School Year

Ms. Larson moved to approve the following resolution:

Whereas, supplies, equipment and services anticipated to be in excess of \$36,000 are subject to the bidding requirements of New Jersey Statutes 18A:18A-4 or are to be purchased under a State of New Jersey contract through the provisions of N.J.S. 18A:18A-10, and

Whereas, pursuant to 18A:18A-5, contracts for food services provided by a food management company pursuant to procedures established by the New Jersey Department of Agriculture are exempt from the bidding requirements, and

Whereas, in accordance with Public School Contract Law, requests for proposal were prepared, advertised, and sealed proposals received on June 1, 2011, for Food Service for the 2011-2012 School Year. Ten (10) companies received copies of the request for proposal and three (3) proposals were received.

Now, therefore, be it resolved that the Montclair Board of Education approves the Food Service Management Contract, subject to state approval, between the Montclair Board of Education and Compass Group USA, Inc., by and through its Chartwells Division located at 3 International Drive Rye

Brook, NY 10573. The contract is awarded for the 2011-2012 school year under the following arrangements:

- a. Reimbursement rates for the Child Nutrition Program meals will not be less than the rates estimated in Chartwells' proposal.
- b. The value of government-donated commodities will not be less than the value of government-donated commodities estimated in Chartwells' proposal.
- c. The number of days meals are served during the school year will not be less than: School Category

	<u>Breakfast</u>	<u>Lunch</u>
Elementary Schools	182 days	182 days
Middle Schools	182 days	182 days
High Schools	182 days	182 days

- d. The number of serving periods, locations, serving times and types of service will not change materially.
- e. The student enrollment for the Term of the Contract will not be less than 6,645 students.
- f. The level of wages (average wage rate of \$10.61 for hourly food service staff), salaries and fringe benefits will not exceed those included in Chartwells' proposal.
- g. The selling prices of Menu Pattern Meals and a la carte selections will not be less than those included in the proposal.
- h. Service will not be interrupted as a result of fire, work stoppage, strike or school closing.
- i. The District and its representatives including but not limited to, school principals, teachers and District employees shall fully cooperate with Chartwells in the implementation of the Food Service Program. The District shall fully cooperate with Chartwells to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.
- j. The LEA shall have timely submitted all documentation for reimbursement claims, except where such failure is due to an act or omission of Chartwells.
- k. The number of students eligible for free and reduced price meals will be no less than that estimated in Chartwells' proposal.
- l. The following variable District expenses charged to the Food Service budget by the District must be identified and capped so as not to exceed the following amounts:
 - Ongoing contract monitoring in the amount of \$18,000.00

- Annual Point-Of-Sale System service and system maintenance fees of \$4,850.00

In the event the foregoing conditions are not met during the school year, Chartwells' guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions.

Be it further resolved that this contract award is made pursuant to the terms and conditions of the specifications as advertised and in accordance with pertinent Federal and State regulations, which meets all of the requirements of the Bureau of Child Nutrition Programs, as required by Federal regulations and that this contract shall take effect on July 1, 2011.

Seconded by *Mrs. Lombard* and approved by a roll call vote:

	AYE	NAY	ABSTAIN	ABSENT
Angelica Allen-McMillan	_____	_____	_____	_____x_____
Tanya Coke	_____x_____	_____	_____	_____
Robin Kulwin	_____x_____	_____	_____	_____
Leslie Larson	_____x_____	_____	_____	_____
Shelly Lombard	_____x_____	_____	_____	_____
Norman Rosenblum	_____x_____	_____	_____	_____
Deborah Wilson	_____	_____	_____	_____x_____

I. COMMENTS FROM THE PUBLIC – AGENDA ITEMS

The Board allowed time for the public to comment on agenda items.

J. ADJOURNMENT

At 6:25 p.m. *Mrs. Kulwin* moved to adjourn the meeting; seconded by *Ms. Larson* and approved by a vote of 5-0.

Respectfully submitted,

Dana Sullivan
Board Secretary