

**OFFICE OF CHIEF OPERATIONS OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**February 20, 2020**

**OFFICE OF CHILD NUTRITION**

F. Approval of Statewide Purchasing Program's FY20 Financial Statement and FY21 fee structure

Scope of Project: Under the State Food Purchasing Program Miss. Admin. Code 7-3:17.8, State Board Policy Chapter 17, Rule 17.8, Purchasing System, Food Purchasing System for Public Schools, fees for participants in the Statewide Purchasing Program shall be assessed in amounts as necessary to cover the cost of operation for the fiscal year. Any excess fees collected shall be utilized to cover a portion of the cost in the next year. An annual report of the revenue and expenditures shall be made to the State Board of Education, and the Board shall approve the fee structure for each fiscal year.

Based upon the projected operational cost for FY21, the Statewide Purchasing Program's financial statement for school year FY20 indicates an insufficient balance to cover the projected operating expenses therefore, the Office of Child Nutrition projects a fee will be assessed from participating organizations for the current school year. The fee for participation will be calculated at \$.006 per meal equivalent. Through participation in this program schools have the opportunity to purchase food and non-food products at lower costs.

Recommendation: Approval

Back-up material attached

# Office of Child Nutrition Statewide Purchasing Program Budget for FY21

	Expense	Revenue
Balance brought forward July 1, 2020		\$36,201.27
Salaries - MDE Staff	\$184,183.84	
Travel - MDE Staff	\$15,000.00	
Contractual - PMC, GCR	\$83,000.00	
Equipment	\$0.00	
Miscellaneous:	\$15,217.00	
Low Fund Balance (3 Months Expenses)	\$74,350.21	
Projected Expenses	\$297,400.84	
Revenue from fees		\$335,549.78
<b>TOTAL</b>	<b>\$371,751.05</b>	<b>\$371,751.05</b>
<b>SURPLUS \ SHORTFALL</b>		<b>\$0.00</b>

Annual Fee Calculation Determination		
Revenue Requirement	\$	335,549.78
Total statewide lunch meals prior year		54,532,237
Rate to charge per prior year lunch meal	\$	0.006153