

**Penn Manor School District  
Cafeteria  
MONTHLY MANAGEMENT REPORT**

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
<b>REVENUE</b>											
<b>Lunch</b>											
Adult Sales	\$ -	\$ 1,250	\$ 7,224	\$ 8,608	\$ 8,275	\$ 6,565	\$ 7,567	\$ 6,937	\$ 7,139	\$ 8,358	\$ 9,281
Ala Carte Sales	\$ -	\$ 9,066	\$ 40,923	\$ 44,402	\$ 37,856	\$ 29,626	\$ 39,595	\$ 36,531	\$ 37,264	\$ 41,550	\$ 40,515
Lunch, Federal	\$ -	\$ 4,423	\$ 25,275	\$ 30,220	\$ 26,668	\$ 21,748	\$ 28,523	\$ 26,948	\$ 27,517	\$ 32,241	\$ 23,967
Lunch, State	\$ -	\$ 1,147	\$ 6,035	\$ 7,059	\$ 6,195	\$ 5,038	\$ 6,583	\$ 6,063	\$ 6,300	\$ 7,168	\$ 7,518
Tickets, Elem	\$ 60	\$ 1,224	\$ 23,253	\$ 28,499	\$ 25,765	\$ 20,623	\$ 28,790	\$ 26,065	\$ 26,780	\$ 28,536	\$ 30,075
Tickets, Red	\$ -	\$ (45)	\$ 1,722	\$ 1,754	\$ 1,736	\$ 1,348	\$ 1,736	\$ 1,486	\$ 1,608	\$ 1,989	\$ 1,949
Tickets, Sec	\$ -	\$ (4,911)	\$ 11,901	\$ 10,928	\$ 9,595	\$ 7,396	\$ 9,437	\$ 8,912	\$ 8,972	\$ 10,128	\$ 10,307
TypeA Elem	\$ -	\$ 4,069	\$ 15,678	\$ 16,283	\$ 14,727	\$ 12,076	\$ 15,281	\$ 13,952	\$ 13,862	\$ 16,501	\$ 18,347
TypeA Sec	\$ -	\$ 2,844	\$ 14,637	\$ 17,707	\$ 15,960	\$ 11,990	\$ 14,969	\$ 14,445	\$ 15,281	\$ 17,859	\$ 19,968
TypeA Sec (A)	\$ -	\$ 1,397	\$ 5,247	\$ 6,532	\$ 5,112	\$ 3,825	\$ 5,245	\$ 4,649	\$ 4,507	\$ 5,405	\$ 5,839
TypeA Sec (C)	\$ -	\$ 2,205	\$ 8,760	\$ 9,193	\$ 7,790	\$ 6,448	\$ 8,398	\$ 7,398	\$ 7,463	\$ 8,445	\$ 8,410
<b>Total Lunch Revenue</b>	\$ 60	\$ 22,669	\$ 160,654	\$ 181,185	\$ 159,677	\$ 126,682	\$ 166,123	\$ 153,384	\$ 156,693	\$ 178,178	\$ 176,177
<b>Breakfast</b>											
Brkfst, Adult	\$ -	\$ 6	\$ 63	\$ 90	\$ 88	\$ 41	\$ 40	\$ 52	\$ 68	\$ 56	\$ 123
Brkfst, Alacart	\$ -	\$ 171	\$ 1,115	\$ 1,379	\$ 1,423	\$ 927	\$ 1,000	\$ 925	\$ 1,229	\$ 1,577	\$ 1,477
Brkfst, Elem	\$ -	\$ 103	\$ 670	\$ 916	\$ 822	\$ 642	\$ 788	\$ 846	\$ 816	\$ 990	\$ 1,174
Brkfst, Federal	\$ -	\$ 251	\$ 2,225	\$ 2,811	\$ 2,643	\$ 2,193	\$ 2,872	\$ 2,928	\$ 3,089	\$ 3,646	\$ 3,979
Brkfst, Reduced	\$ -	\$ (10)	\$ 117	\$ 173	\$ 138	\$ 144	\$ 163	\$ 139	\$ 151	\$ 215	\$ 234
Brkfst, Sec	\$ -	\$ 172	\$ 1,299	\$ 1,873	\$ 1,793	\$ 1,453	\$ 1,704	\$ 1,560	\$ 1,824	\$ 2,119	\$ 2,353
Brkfst, State	\$ -	\$ 49	\$ 394	\$ 534	\$ 500	\$ 408	\$ 513	\$ 507	\$ 543	\$ 640	\$ 705
Brkfst, Tkts Pd	\$ -	\$ (75)	\$ 144	\$ 170	\$ 271	\$ 227	\$ 303	\$ 227	\$ 218	\$ 349	\$ 259
<b>Total Breakfast Revenue</b>	\$ -	\$ 667	\$ 6,027	\$ 7,946	\$ 7,676	\$ 6,034	\$ 7,383	\$ 7,185	\$ 7,938	\$ 9,593	\$ 10,303
<b>Other Revenue</b>											
Interest Income	\$ 528	\$ 372	\$ 115	\$ 124	\$ 155	\$ 230	\$ 260	\$ 168	\$ 344	\$ -	\$ -
Misc Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Inc	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Over-Short	\$ -	\$ 8	\$ 18	\$ 20	\$ 13	\$ 8	\$ 8	\$ 20	\$ (89)	\$ 11	\$ 20
Special Events	\$ 532	\$ 4,557	\$ 1,380	\$ 3,974	\$ 2,633	\$ 5,747	\$ 3,649	\$ 1,714	\$ 1,774	\$ 2,584	\$ 10,595
Surplus Sale	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security Reimbursement	\$ 760	\$ 794	\$ 847	\$ 929	\$ 878	\$ 823	\$ 894	\$ 786	\$ 837	\$ 873	\$ 949
Retirement Reimbursement	\$ 108	\$ 113	\$ 121	\$ 132	\$ 125	\$ 117	\$ 127	\$ 112	\$ 119	\$ 124	\$ 135
Vending Mach	\$ -	\$ 173	\$ 1,164	\$ 1,879	\$ 2,477	\$ 4,017	\$ 1,894	\$ 3,774	\$ 1,649	\$ 1,290	\$ 564
<b>Total Other Revenue</b>	\$ 1,928	\$ 6,017	\$ 3,645	\$ 7,058	\$ 6,282	\$ 10,942	\$ 6,832	\$ 6,573	\$ 4,635	\$ 4,884	\$ 12,263
<b>TOTAL REVENUE</b>	<b>\$ 1,988</b>	<b>\$ 29,353</b>	<b>\$ 170,326</b>	<b>\$ 196,189</b>	<b>\$ 173,635</b>	<b>\$ 143,658</b>	<b>\$ 180,338</b>	<b>\$ 167,142</b>	<b>\$ 169,265</b>	<b>\$ 192,654</b>	<b>\$ 198,743</b>
<b>EXPENSE</b>											
<b>Salaries</b>											
Salaries	\$ 39,727	\$ 41,533	\$ 44,297	\$ 48,569	\$ 45,923	\$ 43,034	\$ 46,750	\$ 41,094	\$ 43,783	\$ 45,667	\$ 49,643
<b>Total Salaries</b>	<b>\$ 39,727</b>	<b>\$ 41,533</b>	<b>\$ 44,297</b>	<b>\$ 48,569</b>	<b>\$ 45,923</b>	<b>\$ 43,034</b>	<b>\$ 46,750</b>	<b>\$ 41,094</b>	<b>\$ 43,783</b>	<b>\$ 45,667</b>	<b>\$ 49,643</b>
<b>Benefits</b>											
Dental	\$ -	\$ 1,528	\$ 1,310	\$ 664	\$ 405	\$ 664	\$ 640	\$ 664	\$ 1,328	\$ -	\$ 689
FICA	\$ 1,520	\$ 1,589	\$ 1,694	\$ 1,858	\$ 1,757	\$ 1,646	\$ 1,788	\$ 1,572	\$ 1,675	\$ 1,747	\$ 1,899
Health Care FD	\$ 663	\$ -	\$ 75	\$ 257	\$ 210	\$ 63	\$ -	\$ -	\$ -	\$ 105	\$ -
Health Insur	\$ -	\$ 71,072	\$ 8,639	\$ 4,736	\$ -	\$ 169	\$ (237)	\$ 193	\$ 475	\$ 201	\$ 55,741
Income Prot	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Life Insur	\$ -	\$ -	\$ 117	\$ 113	\$ -	\$ 626	\$ -	\$ 59	\$ 117	\$ 59	\$ 59
Retirement	\$ 217	\$ 226	\$ 241	\$ 265	\$ 250	\$ 235	\$ 255	\$ 224	\$ 239	\$ 249	\$ 271
Unemployment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 161	\$ -
Workers Comp	\$ -	\$ -	\$ 888	\$ 1,265	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Benefits</b>	<b>\$ 2,399</b>	<b>\$ 74,415</b>	<b>\$ 12,965</b>	<b>\$ 9,157</b>	<b>\$ 2,622</b>	<b>\$ 3,403</b>	<b>\$ 2,446</b>	<b>\$ 2,712</b>	<b>\$ 3,834</b>	<b>\$ 2,521</b>	<b>\$ 58,657</b>
<b>Food</b>											
Bread	\$ 316	\$ -	\$ 1,480	\$ 3,027	\$ 380	\$ 3,828	\$ 4,803	\$ 626	\$ 4,414	\$ 5,728	\$ 4,324
Commodities Processing	\$ -	\$ -	\$ 941	\$ -	\$ -	\$ 2,590	\$ 558	\$ 2,787	\$ 7,368	\$ -	\$ 530
Commodities Storage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities Delivery	\$ -	\$ -	\$ -	\$ 137	\$ -	\$ 195	\$ 274	\$ 216	\$ 617	\$ 601	\$ 1,058
Food	\$ 44	\$ 1,243	\$ 50,510	\$ 52,664	\$ 43,815	\$ 67,328	\$ 90,384	\$ 54,809	\$ 74,445	\$ 65,385	\$ 110,024

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Ice Cream	\$ 55	\$ (97)	\$ 1,314	\$ 1,988	\$ -	\$ 2,490	\$ 1,748	\$ 945	\$ 2,189	\$ 3,832	\$ 2,419
Milk	\$ 2,696	\$ 242	\$ 5,594	\$ 16,476	\$ -	\$ 19,101	\$ 17,277	\$ 12,869	\$ 17,789	\$ 30,363	\$ 19,501
Fresh Fruits & Vegetables	\$ -	\$ 16	\$ 4,937	\$ 3,868	\$ -	\$ 8,249	\$ 4,936	\$ 3,981	\$ 6,383	\$ 10,324	\$ 3,565
<b>Total Food</b>	\$ 3,110	\$ 1,404	\$ 64,777	\$ 78,159	\$ 44,195	\$ 103,781	\$ 119,979	\$ 76,234	\$ 113,205	\$ 116,233	\$ 141,419
<b>Non-Food</b>											
Phone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Printing & Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cleaning Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ 2,205	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 1,064
Extermination	\$ -	\$ 325	\$ 190	\$ 206	\$ 190	\$ -	\$ 190	\$ 190	\$ 570	\$ -	\$ 190
Non-Food Supply	\$ 912	\$ 5,341	\$ 11,642	\$ 3,864	\$ 3,013	\$ 5,258	\$ 4,950	\$ 2,733	\$ 11,993	\$ 6,027	\$ 7,249
Paper Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs-Maintenance	\$ 832	\$ 2,902	\$ 713	\$ 1,687	\$ 540	\$ 1,668	\$ 4,208	\$ 40	\$ 4,876	\$ 1,186	\$ 2,265
Testing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trash Removal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64	\$ -	\$ -	\$ -	\$ -	\$ 5,000
<b>Total Non-Food</b>	\$ 1,745	\$ 8,568	\$ 12,545	\$ 5,757	\$ 5,949	\$ 8,989	\$ 9,348	\$ 2,963	\$ 17,439	\$ 7,213	\$ 15,768
<b>Other Expense</b>											
Bank Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Change	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Conference	\$ -	\$ -	\$ 777	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ -	\$ 201	\$ 300
License	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Memberships	\$ -	\$ -	\$ -	\$ 81	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Expense	\$ -	\$ -	\$ -	\$ 24	\$ 14	\$ 21	\$ 38	\$ 48	\$ 60	\$ 36	\$ 36
NSF Check	\$ (20)	\$ (4)	\$ (52)	\$ 12	\$ (4)	\$ (64)	\$ (60)	\$ 8	\$ (12)	\$ (20)	\$ -
Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ 517	\$ 142	\$ -	\$ 201	\$ -	\$ 171	\$ 52	\$ 152	\$ 66	\$ 145
Void	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Expense</b>	\$ (20)	\$ 1,113	\$ 868	\$ 117	\$ 410	\$ (43)	\$ 149	\$ 233	\$ 200	\$ 283	\$ 481
<b>TOTAL EXPENSE</b>	\$ 46,960	\$ 127,032	\$ 135,452	\$ 141,759	\$ 99,099	\$ 159,164	\$ 178,672	\$ 123,237	\$ 178,460	\$ 171,918	\$ 265,968
<b>NET INCOME</b>	\$ (44,972)	\$ (97,680)	\$ 34,875	\$ 54,430	\$ 74,536	\$ (15,506)	\$ 1,666	\$ 43,905	\$ (9,195)	\$ 20,737	\$ (67,225)
<b>CUMULATIVE</b>	\$ (44,972)	\$ (142,652)	\$ (107,778)	\$ (53,348)	\$ 21,188	\$ 5,683	\$ 7,349	\$ 51,254	\$ 42,059	\$ 62,796	\$ (4,429)

<b>Total Type "A" Meal Count</b>											
Central Manor	-	1,087	5,858	6,873	6,206	5,181	6,847	6,103	6,229	7,345	7,698
Conestoga	-	614	3,294	3,850	3,348	2,740	3,681	3,308	3,444	4,129	4,462
Eshleman	-	650	3,304	3,947	3,539	2,959	3,940	3,504	3,176	3,770	3,838
Hambright	-	1,025	5,485	6,309	5,453	4,514	6,005	5,585	5,499	6,532	6,867
Letort	-	-	-	-	-	-	-	-	-	-	-
Martic	-	947	4,986	5,677	5,031	4,218	5,539	5,071	4,960	5,672	6,105
Pequea	-	815	4,611	5,224	4,686	3,952	5,438	4,984	5,272	6,064	6,321
Marticville Middle School	-	1,374	6,606	7,512	6,531	5,249	6,632	6,145	6,096	6,973	7,341
Manor Middle School	-	1,127	5,892	6,812	5,968	4,666	6,031	5,616	5,354	6,289	6,521
High School	-	2,448	12,887	15,670	13,537	10,649	13,510	12,757	13,487	15,797	16,451
<b>Total</b>	-	10,087	52,923	61,874	54,299	44,128	57,623	53,073	53,517	62,571	65,604
<b>Budgeted Labor Hours per Day</b>											
Central Manor	-	18.75	18.75	18.75	18.75	18.75	18.75	18.75	18.75	18.75	18.75
Conestoga	-	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50
Eshleman	-	15.00	15.00	15.00	14.00	14.00	14.00	14.00	14.00	14.00	14.00
Hambright	-	18.25	18.25	18.25	18.25	18.25	18.25	18.25	18.25	18.25	18.25
Letort	-	-	-	-	-	-	-	-	-	-	-
Martic	-	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00
Pequea	-	16.25	16.25	16.25	16.25	16.25	16.25	16.25	16.25	16.25	16.25

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Marticville Middle School	-	27.25	27.25	27.25	27.25	27.25	27.25	27.25	27.25	27.25	27.25
Manor Middle School	-	30.50	30.50	30.50	30.50	30.50	30.50	30.50	30.50	30.50	30.50
High School	-	95.25	95.25	95.25	95.25	95.25	95.25	92.25	95.25	95.25	95.25
<b>Total</b>	-	254.75	254.75	254.75	253.75	253.75	253.75	250.75	253.75	253.75	253.75
<b>Average Meals per Labor Hour</b>											
((Type "A" Meals + (Ala Carte Sales\$\$ / 1.75) + (Adult Sales \$\$ / 2.75)) / Budgeted Labor Hours per Day											
Central Manor	-	17.23	20.34	21.81	22.87	22.93	22.45	22.38	22.93	23.49	23.72
Conestoga	-	10.54	12.85	13.09	13.32	13.67	13.02	13.00	13.57	13.83	14.24
Eshleman	-	12.26	13.13	13.95	15.75	15.69	15.53	15.40	13.98	14.23	13.88
Hambright	-	15.99	18.60	19.65	19.97	19.91	19.68	20.70	20.71	21.15	21.05
Letort	-	-	-	-	-	-	-	-	-	-	-
Martic	-	17.62	20.12	20.83	21.80	21.41	21.09	21.40	21.27	21.43	22.17
Pequea	-	14.86	17.81	18.63	18.91	19.18	19.75	20.16	20.80	20.63	20.15
Marticville Middle School	-	14.73	14.87	15.08	15.07	15.18	15.50	15.14	15.08	16.82	14.52
Manor Middle School	-	17.62	18.04	18.13	17.29	17.15	17.59	17.09	17.06	16.66	16.31
High School	-	14.95	15.93	17.01	16.53	16.72	16.98	16.69	17.62	17.03	16.69
<b>Average</b>	-	15.09	16.85	17.58	17.95	17.98	17.95	18.00	18.11	18.36	18.08
<b>Average Type "A" Meals</b>											
Central Manor	-	272	308	327	345	345	342	339	346	350	350
Conestoga	-	154	173	183	186	189	184	184	191	197	203
Eshleman	-	163	174	188	197	197	197	195	176	180	175
Hambright	-	256	289	300	303	301	300	310	306	311	312
Letort	-	-	-	-	-	-	-	-	-	-	-
Martic	-	237	262	270	280	281	277	282	276	2,701	278
Pequea	-	204	243	249	260	264	272	277	293	289	287
Marticville Middle School	-	344	348	358	353	350	349	341	339	332	334
Manor Middle School	-	282	310	324	323	311	317	312	297	300	296
High School	-	612	678	746	713	710	711	709	749	752	748
<b>Total</b>	-	2,522	2,786	2,946	2,958	2,948	2,950	2,949	2,973	5,411	2,982
<b>Building Enrollment less Kindergarten less LCCTC adjustment</b>											
Central Manor	-	427	431	431	431	431	431	436	436	4,381	438
Conestoga	-	261	260	260	259	259	259	259	259	263	263
Eshleman	-	283	283	283	283	283	283	266	266	283	283
Hambright	-	394	388	388	386	386	386	392	392	398	398
Letort	-	-	-	-	-	-	-	-	-	-	-
Martic	-	388	382	382	381	381	381	376	376	373	373
Pequea	-	394	393	393	391	391	391	392	392	392	392
Marticville Middle School	-	498	505	505	500	500	500	501	501	503	503
Manor Middle School	-	674	663	663	663	663	663	654	654	658	658
High School	-	1,485	1,572	1,572	1,580	1,580	1,580	1,580	1,580	1,580	1,580
<b>Total</b>	-	4,804	4,877	4,877	4,874	4,874	4,874	4,856	4,856	8,831	4,888
<b>Participation</b>											
Average Type "A" Meals / (Enrollment x 93%)											
Central Manor	0.0%	68.4%	76.9%	81.7%	86.0%	86.2%	85.4%	83.6%	85.4%	8.6%	85.9%
Conestoga	0.0%	63.2%	71.7%	75.8%	77.2%	78.5%	76.4%	76.3%	79.4%	80.4%	82.9%
Eshleman	0.0%	61.7%	66.1%	71.4%	74.7%	75.0%	74.9%	78.7%	71.3%	68.2%	66.3%
Hambright	0.0%	69.9%	80.0%	83.3%	84.4%	83.8%	83.7%	85.1%	83.8%	84.0%	84.3%
Letort	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Martic	0.0%	65.6%	73.9%	76.1%	78.9%	79.4%	78.2%	80.6%	78.8%	778.6%	80.0%
Pequea	0.0%	55.6%	66.4%	68.1%	71.6%	72.5%	74.8%	76.0%	80.3%	79.2%	78.8%
Marticville Middle School	0.0%	74.2%	74.0%	76.2%	75.9%	75.2%	75.1%	73.3%	72.7%	71.0%	71.3%
Manor Middle School	0.0%	45.0%	50.3%	52.6%	52.3%	50.5%	51.5%	51.3%	48.9%	48.9%	48.4%
High School	0.0%	44.3%	46.4%	51.0%	48.5%	48.3%	48.4%	48.2%	51.0%	51.2%	50.9%
<b>Average</b>	0.0%	52.5%	57.1%	60.4%	60.7%	60.5%	60.5%	60.7%	61.2%	61.3%	61.0%