

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

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	TOTAL
REVENUE										
Lunch										
Adult Sales	\$ -	\$ 1,307	\$ 7,399	\$ 8,670	\$ 8,255	\$ 5,090	\$ 7,842	\$ 6,421	\$ 8,766	\$ 53,751
Ala Carte Sales	\$ -	\$ 8,998	\$ 41,206	\$ 40,904	\$ 34,967	\$ 20,921	\$ 36,387	\$ 29,952	\$ 36,727	\$ 250,063
Lunch, Federal	\$ -	\$ 4,400	\$ 27,294	\$ 32,318	\$ 28,656	\$ 18,767	\$ 31,363	\$ 26,041	\$ 31,631	\$ 200,470
Lunch, State	\$ -	\$ 1,161	\$ 6,481	\$ 7,240	\$ 6,276	\$ 4,191	\$ 7,015	\$ 5,706	\$ 6,894	\$ 44,964
Tickets, Elem	\$ 139	\$ 2,328	\$ 23,541	\$ 29,314	\$ 26,203	\$ 17,262	\$ 30,353	\$ 23,153	\$ 30,552	\$ 196,920
Tickets, Red	\$ -	\$ 63	\$ 1,397	\$ 1,435	\$ 1,380	\$ 831	\$ 1,596	\$ 1,276	\$ 1,436	\$ 10,039
Tickets, Sec	\$ -	\$ (2,954)	\$ 12,398	\$ 11,466	\$ 14,216	\$ 6,464	\$ 11,317	\$ 9,620	\$ 12,299	\$ 82,195
TypeA Elem	\$ -	\$ 3,720	\$ 15,320	\$ 15,304	\$ 13,395	\$ 9,229	\$ 15,443	\$ 11,854	\$ 13,654	\$ 97,920
TypeA Sec	\$ -	\$ 3,031	\$ 17,427	\$ 19,731	\$ 16,742	\$ 11,809	\$ 18,706	\$ 15,995	\$ 19,829	\$ 123,270
TypeA Sec (A)	\$ -	\$ 1,760	\$ 6,978	\$ 6,943	\$ 6,420	\$ 3,803	\$ 6,540	\$ 5,218	\$ 6,010	\$ 43,670
TypeA Sec (C)	\$ -	\$ 2,316	\$ 8,993	\$ 9,078	\$ 7,257	\$ 4,197	\$ 7,213	\$ 5,616	\$ 7,436	\$ 52,104
Total Lunch Revenue	\$ 139	\$ 26,130	\$ 168,431	\$ 182,403	\$ 163,768	\$ 102,562	\$ 173,775	\$ 140,852	\$ 175,235	\$ 1,155,366
Breakfast										
Brkfst, Adult	\$ -	\$ 9	\$ 77	\$ 117	\$ 107	\$ 33	\$ 78	\$ 114	\$ 155	\$ 691
Brkfst, Alacart	\$ -	\$ 185	\$ 1,119	\$ 1,263	\$ 1,216	\$ 690	\$ 1,150	\$ 1,018	\$ 1,638	\$ 8,278
Brkfst, Elem	\$ -	\$ 95	\$ 802	\$ 991	\$ 929	\$ 507	\$ 635	\$ 566	\$ 1,121	\$ 5,647
Brkfst, Federal	\$ -	\$ 273	\$ 2,633	\$ 3,507	\$ 3,220	\$ 1,931	\$ 2,533	\$ 2,381	\$ 3,727	\$ 20,205
Brkfst, Reduced	\$ -	\$ (5)	\$ 119	\$ 108	\$ 139	\$ 76	\$ 148	\$ 65	\$ 149	\$ 880
Brkfst, Sec	\$ -	\$ 183	\$ 1,493	\$ 1,881	\$ 1,944	\$ 1,036	\$ 1,518	\$ 1,436	\$ 1,948	\$ 11,439
Brkfst, State	\$ -	\$ 52	\$ 468	\$ 599	\$ 568	\$ 324	\$ 435	\$ 408	\$ 631	\$ 3,485
Brkfst, Tkts Pd	\$ -	\$ (103)	\$ 346	\$ 385	\$ 338	\$ 144	\$ 232	\$ 314	\$ 220	\$ 2,172
Total Breakfast Revenue	\$ -	\$ 689	\$ 7,056	\$ 8,851	\$ 8,461	\$ 4,743	\$ 6,729	\$ 6,302	\$ 9,589	\$ 52,797
Other Revenue										
Interest Income	\$ 114	\$ 40	\$ 82	\$ 113	\$ 125	\$ 125	\$ 147	\$ 75	\$ 134	\$ 954
Misc Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Inc	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Over-Short	\$ -	\$ 19	\$ 31	\$ (52)	\$ 24	\$ 25	\$ 20	\$ 49	\$ (1)	\$ 115
Special Events	\$ -	\$ 255	\$ 5,982	\$ 2,651	\$ 2,767	\$ 8,006	\$ -	\$ 3,091	\$ 6,967	\$ 29,719
Surplus Sale	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security Reimbursement	\$ 856	\$ 819	\$ 829	\$ 947	\$ 897	\$ 906	\$ 924	\$ 811	\$ 870	\$ 7,860
Retirement Reimbursement	\$ 122	\$ 117	\$ 118	\$ 135	\$ 128	\$ 129	\$ 132	\$ 116	\$ 124	\$ 1,120
Vending Mach	\$ -	\$ 100	\$ 2,537	\$ 2,730	\$ 3,073	\$ 3,698	\$ 4,625	\$ 9,837	\$ 4,199	\$ 30,799
Total Other Revenue	\$ 1,092	\$ 1,351	\$ 9,578	\$ 6,524	\$ 7,014	\$ 12,889	\$ 5,848	\$ 13,978	\$ 12,293	\$ 70,568
TOTAL REVENUE	\$ 1,232	\$ 28,169	\$ 185,065	\$ 197,778	\$ 179,243	\$ 120,194	\$ 186,352	\$ 161,132	\$ 197,118	\$ 1,278,731

EXPENSE

Salaries										
Salaries	\$ 44,782	\$ 42,835	\$ 43,321	\$ 49,505	\$ 46,903	\$ 47,375	\$ 48,337	\$ 42,430	\$ 45,511	\$ 411,000
Total Salaries	\$ 44,782	\$ 42,835	\$ 43,321	\$ 49,505	\$ 46,903	\$ 47,375	\$ 48,337	\$ 42,430	\$ 45,511	\$ 411,000
Benefits										
Dental	\$ 783	\$ (336)	\$ 619	\$ 619	\$ 1,448	\$ -	\$ 1,238	\$ -	\$ 2,031	\$ 6,401
FICA	\$ 1,713	\$ 1,638	\$ 1,657	\$ 1,894	\$ 1,794	\$ 1,812	\$ 1,849	\$ 1,623	\$ 1,741	\$ 15,721
Health Care FD	\$ -	\$ -	\$ 275	\$ -	\$ -	\$ -	\$ -	\$ 115	\$ 404	\$ 794
Health Insur	\$ 272	\$ 4,543	\$ 4,508	\$ 1,238	\$ 12,969	\$ -	\$ 31,569	\$ 150	\$ 9,598	\$ 64,848
Income Prot	\$ 72	\$ -	\$ -	\$ 112	\$ 37	\$ -	\$ 37	\$ 37	\$ 37	\$ 335
Life Insur	\$ 59	\$ 59	\$ 59	\$ 117	\$ 59	\$ -	\$ 59	\$ 59	\$ 59	\$ 527
Retirement	\$ 244	\$ 233	\$ 236	\$ 270	\$ 256	\$ 258	\$ 263	\$ 231	\$ 248	\$ 2,240
Unemployment	\$ -	\$ 590	\$ -	\$ -	\$ 642	\$ -	\$ 127	\$ -	\$ -	\$ 1,359
Workers Comp	\$ 800	\$ -	\$ -	\$ 2,100	\$ (800)	\$ -	\$ -	\$ -	\$ -	\$ 2,100
Total Benefits	\$ 3,943	\$ 6,727	\$ 7,354	\$ 6,349	\$ 16,405	\$ 2,070	\$ 35,142	\$ 2,215	\$ 14,118	\$ 94,324
Food										

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	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	TOTAL
Bread	\$ 402	\$ 90	\$ 1,884	\$ 430	\$ 3,863	\$ 3,199	\$ 3,881	\$ 925	\$ 3,071	\$ 17,744
Commodities Processing	\$ -	\$ 4,660	\$ 665	\$ 785	\$ 5,483	\$ -	\$ 3,741	\$ 2,603	\$ 428	\$ 18,365
Commodities Storage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities Delivery	\$ -	\$ -	\$ 31	\$ 158	\$ 353	\$ 178	\$ 325	\$ 769	\$ 338	\$ 2,153
Food	\$ 154	\$ 446	\$ 59,705	\$ 37,318	\$ 67,487	\$ 31,891	\$ 83,768	\$ 55,357	\$ 51,340	\$ 387,466
Ice Cream	\$ 62	\$ -	\$ 1,295	\$ 1,812	\$ 1,707	\$ 985	\$ 723	\$ 1,422	\$ -	\$ 8,007
Milk	\$ 3,028	\$ 513	\$ 5,394	\$ 17,902	\$ 17,857	\$ 15,083	\$ 10,852	\$ 18,050	\$ -	\$ 88,677
Fresh Fruits & Vegetables	\$ -	\$ -	\$ 6,698	\$ 3,655	\$ 5,753	\$ 2,710	\$ 4,428	\$ 4,549	\$ 2,836	\$ 30,627
Total Food	\$ 3,645	\$ 5,709	\$ 75,672	\$ 62,060	\$ 102,503	\$ 54,046	\$ 107,718	\$ 83,675	\$ 58,013	\$ 553,040
Non-Food										
Phone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Printing & Advertising	\$ -	\$ 263	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 263
Cleaning Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ 1,079	\$ -	\$ -	\$ 4,671	\$ -	\$ -	\$ -	\$ 5,750
Extermination	\$ -	\$ 190	\$ 190	\$ 190	\$ 380	\$ -	\$ 380	\$ 190	\$ 190	\$ 1,710
Non-Food Supply	\$ 447	\$ 9,885	\$ 9,422	\$ 1,542	\$ 4,335	\$ 3,116	\$ 5,570	\$ 958	\$ 9,743	\$ 45,017
Paper Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs-Maintenance	\$ 811	\$ 3,412	\$ 3,444	\$ 825	\$ 3,914	\$ 741	\$ 719	\$ 547	\$ 93	\$ 14,505
Testing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trash Removal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
Total Non-Food	\$ 1,258	\$ 13,751	\$ 14,135	\$ 2,557	\$ 8,629	\$ 8,528	\$ 6,669	\$ 1,694	\$ 15,025	\$ 72,246
Other Expense										
Bank Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Change	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600
Conference	\$ -	\$ -	\$ 877	\$ 260	\$ -	\$ 67	\$ -	\$ -	\$ -	\$ 1,203
License	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Memberships	\$ -	\$ 95	\$ -	\$ -	\$ 81	\$ -	\$ -	\$ -	\$ -	\$ 176
Misc Expense	\$ -	\$ -	\$ -	\$ -	\$ 48	\$ 24	\$ 84	\$ -	\$ 36	\$ 192
NSF Check	\$ (40)	\$ 8	\$ 28	\$ (40)	\$ 8	\$ 32	\$ (12)	\$ (44)	\$ (24)	\$ (84)
Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ 23	\$ 110	\$ 126	\$ 110	\$ 184	\$ 141	\$ 192	\$ 100	\$ -	\$ 986
Void	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Expense	\$ 583	\$ 213	\$ 1,031	\$ 330	\$ 321	\$ 264	\$ 264	\$ 56	\$ 12	\$ 3,074
TOTAL EXPENSE	\$ 54,211	\$ 69,235	\$ 141,512	\$ 120,801	\$ 174,760	\$ 112,283	\$ 198,130	\$ 130,072	\$ 132,680	\$ 1,133,683
NET INCOME	\$ (52,979)	\$ (41,065)	\$ 43,553	\$ 76,977	\$ 4,483	\$ 7,911	\$ (11,778)	\$ 31,061	\$ 64,438	\$ 145,047
CUMULATIVE	\$ (52,979)	\$ (94,044)	\$ (50,492)	\$ 26,486	\$ 30,968	\$ 38,879	\$ 27,101	\$ 58,162	\$ 122,600	

Total Type "A" Meal Count

Central Manor	-	1,026	5,661	6,389	5,580	3,759	6,280	4,997	6,013	39,705
Conestoga	-	593	3,423	3,913	3,373	2,366	4,031	3,198	3,733	24,630
Eshleman	-	-	-	-	-	-	-	-	-	-
Hambright	-	1,029	5,883	6,454	5,581	3,700	6,517	5,012	6,025	40,201
Letort	-	595	3,302	3,730	3,302	2,352	3,833	3,161	3,683	23,958
Martic	-	887	4,899	5,371	4,706	3,304	5,419	4,279	5,356	34,221
Pequea	-	851	4,789	5,444	4,691	3,143	5,380	4,371	5,124	33,793
Marticville Middle School	-	1,341	6,982	7,438	6,462	4,098	6,936	5,625	6,843	45,725
Manor Middle School	-	986	5,649	6,573	5,757	3,669	6,077	5,020	6,026	39,757

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High School	-	2,752	15,522	17,363	14,883	9,829	16,152	13,663	16,794	106,958
Total	-	10,060	56,110	62,675	54,335	36,220	60,625	49,326	59,597	388,948
Budgeted Labor Hours per Day										
Central Manor	-	18.75	18.75	18.75	1,875.00	18.75	18.75	18.75	18.75	2,006.25
Conestoga	-	16.50	16.50	16.50	16.50	16.50	16.50	16.50	16.50	132.00
Eshleman	-	-	-	-	-	-	-	-	-	-
Hambright	-	18.25	18.25	18.25	18.25	18.25	18.25	18.25	18.25	146.00
Letort	-	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	128.00
Martic	-	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	136.00
Pequea	-	16.25	16.25	16.25	16.25	16.25	16.25	16.25	16.25	130.00
Marticville Middle School	-	27.25	27.25	27.25	27.25	27.25	27.25	27.25	27.25	218.00
Manor Middle School	-	30.50	30.05	30.50	30.50	30.50	30.50	30.50	30.50	243.55
High School	-	95.25	95.25	95.25	95.25	95.25	95.25	95.25	95.25	762.00
Total	-	255.75	255.30	255.75	2,112.00	255.75	255.75	255.75	255.75	3,901.80
Average Meals per Labor Hour										
((Type "A" Meals + (Ala Carte Sales\$\$ / 1.75) + (Adult Sales \$\$ / 2.75)) / Budgeted Labor Hours per Day										
Central Manor	-	16.15	18.39	19.80	20.11	20.02	18.68	18.55	19.37	151.07
Conestoga	-	10.17	11.93	13.36	13.53	13.75	13.13	13.01	13.31	102.19
Eshleman	-	-	-	-	-	-	-	-	-	-
Hambright	-	16.51	19.68	21.14	21.36	20.83	20.36	20.08	21.01	160.97
Letort	-	10.66	12.10	13.37	13.86	14.58	13.16	13.51	14.76	106.00
Martic	-	16.95	18.79	19.82	20.32	20.74	19.00	18.84	20.54	155.00
Pequea	-	15.15	17.41	18.93	19.27	19.10	18.41	18.55	19.18	146.00
Marticville Middle School	-	13.77	14.92	14.79	14.87	14.87	15.36	14.50	15.17	118.25
Manor Middle School	-	16.61	16.87	17.26	16.40	16.59	16.60	16.41	16.80	133.54
High School	-	15.79	16.97	17.50	17.01	17.49	17.07	17.60	17.56	136.99
Average	-	14.64	16.34	17.33	17.41	17.55	16.86	16.78	17.52	134.45
Average Type "A" Meals										
Central Manor	-	257	283	304	310	313	299	294	301	2,361
Conestoga	-	148	171	186	187	197	192	188	187	1,457
Eshleman	-	-	-	-	-	-	-	-	-	-
Hambright	-	257	294	307	310	308	310	295	301	2,384
Letort	-	149	165	178	183	196	183	186	184	1,424
Martic	-	222	245	256	261	275	258	252	268	2,037
Pequea	-	213	240	259	261	262	256	257	256	2,004
Marticville Middle School	-	335	349	354	349	342	342	331	342	2,744
Manor Middle School	-	247	283	313	311	306	300	295	301	2,356
High School	-	688	776	827	783	819	808	804	840	6,344
Total	-	2,515	2,806	2,985	2,957	3,018	2,947	2,901	2,980	23,110
Building Enrollment less Kindergarten less LCCTC adjustment										
Central Manor	-	426	426	405	407	407	407	405	405	3,288
Conestoga	-	254	254	247	254	254	254	259	259	2,035
Eshleman	-	-	-	-	-	-	-	-	-	-
Hambright	-	428	405	403	405	405	405	404	404	3,259
Letort	-	268	268	268	269	269	269	276	276	2,163
Martic	-	370	370	365	363	363	363	373	373	2,940
Pequea	-	376	376	377	375	375	375	370	370	2,994
Marticville Middle School	-	501	501	498	497	497	497	499	499	3,989
Manor Middle School	-	678	678	686	686	686	686	690	690	5,480
High School	-	1,712	1,712	1,712	1,769	1,769	1,769	1,763	1,763	13,969
Total	-	5,013	4,990	4,961	5,025	5,025	5,025	5,039	5,039	40,117
Participation										
Average Type "A" Meals / (Enrollment x 93%)										
Central Manor	0.0%	64.7%	71.5%	80.8%	81.9%	82.8%	79.0%	78.0%	79.8%	71.8%

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	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	TOTAL
Conestoga	0.0%	62.8%	72.5%	81.1%	79.3%	83.5%	81.3%	78.1%	77.5%	71.6%
Eshleman	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	#DIV/0!
Hambright	0.0%	64.6%	78.1%	82.0%	82.3%	81.9%	82.4%	78.5%	80.2%	73.1%
Letort	0.0%	59.7%	66.2%	71.3%	73.3%	78.3%	73.0%	72.4%	71.8%	65.8%
Martic	0.0%	64.5%	71.2%	75.4%	77.4%	81.5%	76.5%	72.6%	77.2%	69.3%
Pequea	0.0%	60.9%	68.5%	73.9%	74.7%	75.1%	73.5%	74.7%	74.5%	66.9%
Marticville Middle School	0.0%	72.0%	74.9%	76.5%	75.6%	73.9%	73.9%	71.3%	73.7%	68.8%
Manor Middle School	0.0%	39.1%	44.8%	49.1%	48.8%	47.9%	47.0%	46.0%	47.0%	43.0%
High School	0.0%	43.2%	48.7%	51.9%	47.6%	49.8%	49.1%	49.0%	51.2%	45.4%
Average	0.0%	50.2%	56.2%	60.2%	58.8%	60.1%	58.7%	57.6%	59.1%	57.6%