

## **CHILD NUTRITION COMMITTEE (CNC)**



Special Meeting  
**Wednesday, June 29, 2011**  
**6:30 p.m.**

Del Mar Union School District Office  
225 9<sup>th</sup> Street  
Del Mar, CA 92014

Teleconference location:  
Creekside Inn  
3400 El Camino Real  
Palo Alto, CA 94306

Written notice is hereby given that the following Special Meeting of the Child Nutrition Committee (CNC) of the Del Mar Union School District, will be held on Wednesday, June 29, 2011 beginning at 6:30 p.m. at the Del Mar Union School District Office, 225 9<sup>th</sup> Street, Del Mar, California 92014 and via teleconference from Creekside Inn, 3400 El Camino Real, CA 94306.

PLEASE NOTE: Any member of the public who wishes to address the committee on an item on the agenda which lies within the scope of the Child Nutrition Committee's task may do so, but must present a written request on the form provided, before the meeting is called to order. A member of the public who wishes to address the committee on such item is limited to the time limit that will be approved by the committee (see below). The total amount of time to be allowed on any item is fifteen minutes, unless the time limit is waived by a majority vote of the Committee. No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that Committee members may briefly respond to statements made or questions posed by persons exercising their public testimony rights.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting of the Child Nutrition Committee, please contact the office of the District Superintendent at (858) 523-6198. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

---

**Preliminary Organizational Items**

---

1. Call to Order - Time:\_\_\_\_\_
  
2. Flag Salute
  
3. Approval of the Agenda  
*Motion \_\_\_Second\_\_\_Ayes\_\_\_Nays\_\_\_*
  
4. Approval of the minutes from June 22, 2011 and June 27, 2011  
*Motion \_\_\_Second\_\_\_Ayes\_\_\_Nays\_\_\_*

---

**Special Items**

---

5. Review and discuss new and ongoing information.
  
6. CNC Members to vote on which bidder to recommend to the Board of Trustees on July 6, 2011.  
*Motion \_\_\_Second\_\_\_Ayes\_\_\_Nays\_\_\_*
  
7. Discuss content for the presentation of the CNC recommendation scheduled for July 6, 2011.
  
8. Discuss previously tabled tasks and direction of CNC after the July 6, 2011 recommendation.
  
9. Establish Draft of Future Meeting Dates/Meeting Locations/Meeting Agendas  
*Motion \_\_\_Second\_\_\_Ayes\_\_\_Nays\_\_\_*

---

**Public Comment**

---

10. Public Comments
  
11. Adjournment – Time:\_\_\_\_\_ *Motion \_\_\_Second\_\_\_Ayes\_\_\_Nays\_\_\_*

**Del Mar Union School District**

**CHILD NUTRITION COMMITTEE  
Special Meeting  
Wednesday June 22, 2011**



**6:30 p.m.**

**MINUTES**

Del Mar Union School District  
225 9<sup>th</sup> Street, Del Mar CA 92014

---

**1. Call to Order – 6:32 p.m.**

**Present:** Members of the CNC: Lee Yen Anderson, Tamra Atwood, Pam Baldwin, Jennifer Beamer, Naomi Harris, Heather Keith, Anja Koester, Yana Mohanty, Katie Pekisek, Sheila Reilly, E.A. Stewart, Lola Walker, Jennifer Woodmansee,

**2. Flag Salute**

Yana Mohanty, Chair, led members in the Pledge of Allegiance.

**3. Approval of the Agenda**

Upon motion of Member Jennifer Woodmansee, seconded by Member Tamra Atwood, the Agenda was unanimously approved.

**4. Approval of Minutes:**

June 14, 2011, organizational meeting notes and June 20, 2011 regular meeting approved. Upon motion of Member Pam Baldwin, seconded by Member Lee Yen Anderson, the minutes from the above dates were unanimously approved.

**5. Review information submitted by Cathy Birks in response to CNC's request for additional information during the June 20, 2011 meeting. Discuss information provided at this point.**

- The 8 criteria narratives have not yet been submitted to the CNC committee members. Narratives will be requested again by chair /co-chair. The following questions on behalf of the CNC members will also be asked:
  - What is the proposed milk price per meal for 2011/12?
  - What is the proposed overhead fee the district will be adding per meal for 2011/12?
- Katie Pelisek to produce a spreadsheet outlining vendor variety using the information submitted to the committee. To be discussed at the regular meeting on June 27, 2011.
- E.A. Stewart and Lola Walker to look at nutritional information provided by vendors and submitted to the committee by the district. They will share their analysis at the June 27, 2011 regular meeting.

**Del Mar Union School District**

- Given information from the RFP during the opening on June 17, 2011 the committee concluded that Revolution Foods and Preferred foods do not meet the RFP requirements due to the added equipment needed at each school site. Upon motion of member Heather Keith, seconded by member E.A. Stewart it was unanimously agreed that these bidders will not be further considered for recommendation by the CNC unless directed to by district staff.

**6. CNC members to share information about bidders collected from websites and other public outlets. Organize and discuss information.**

General comments only during this time, as committee was concerned this may be an unfair way to collect information about vendors. Depth of information on these websites varied.

**7. Clarification from the district of CNC tasks per Superintendent Peabody's directions from the June 3, 2011 Meeting.**

- **Ensure communication between the school community and board in regards to the lunch, snack and wellness programs.**
- **Follow any guidelines that come from the Strategic planning process.**

The committee agreed to put this on hold.

**8. Development of subcommittees if members agree to do so.**

Members did not think this is necessary at this time.

**9. Establish Draft of future Meeting dates/ Meeting Locations/ Meeting agendas**

Next meeting will be June 27, 2011 at the district office at 8:45 a.m.

Review and discuss nutritional analysis and menu variety

Review new and ongoing information submitted to the committee.

**10. Public Comment**

There was no public comment.

**Next Regular Meeting**

- June 27, 2011 8:45 a.m. at the Del Mar district office.

**11. Adjournment – *Time: 8:13p.m.***

Upon motion by Yana Mohanty, seconded by member Lee Yen Anderson, approved unanimously, the meeting was adjourned at 8:13 p.m.

---

Yana Mohanty or Tamra Atwood  
Chair/Co-Chair

---

Jennifer Woodmansee,  
Secretary

---

Date

---

Date

Del Mar Union School District

CHILD NUTRITION COMMITTEE  
Regular Meeting  
Monday June 27, 2011



8:45 a.m.

MINUTES

Del Mar Union School District  
225 9<sup>th</sup> Street, Del Mar CA 92014

---

**1. Call to Order** – 8:47a.m. Co-chair Tamra Atwood

**Present:** Members of the CNC: Lee Yen Anderson, Tamra Atwood, Pam Baldwin, Naomi Harris, Heather Keith, Katie Pelisek, Jodie Block, Sheila Reilly, E.A. Stewart, Jennifer Woodmansee,

**2. Flag Salute**

Tamra Atwood, Co-Chair, led members in the Pledge of Allegiance.

**3. Approval of the Agenda**

Upon motion of Member Heather Keith, seconded by Member Pam Baldwin, the Agenda was unanimously approved.

**4. Review and discuss nutritional analyses and variety spreadsheet submitted by Lola Walker, E.A. Stewart and Katie Pelisek.**

Information reviewed and discussed by members.

**5. Review and discuss responses from the district to questions posed by CNC members during the June 22, 2011 meeting.**

All information requested by the CNC members was received from the district.

**6. Review bidders based on (8) preferred criteria with the information the CNC members have to date.**

All information was reviewed and discussed in detail.

**7. Establish Draft of future Meeting dates/ Meeting Locations/ Meeting agendas**

Next meeting will be a Special Meeting on June 29, 2011 at 6:30 p.m. at the district office in Del Mar.

Review and discuss information new and old.

Vote on bidder to be recommended by the CNC to the Board of Trustees.

Discuss content of presentation to the Board of Trustees on July 6, 2011

Discuss direction of the committee after July 6, 2011.

**8. Public Comment**

**Del Mar Union School District**

There was no public comment.

**Next Regular Meeting**

- June 29, 2011 8:45 p.m. at the Del Mar district office.

**9. Adjournment – Time: 10:40 a.m.**

Upon motion by Co-Chair Tamra Atwood, seconded by member Naomi Harris, approved unanimously, the meeting was adjourned at 10:40 a.m.

\_\_\_\_\_  
Yana Mohanty or Tamra Atwood  
Chair/Co-Chair

\_\_\_\_\_  
Jennifer Woodmansee,  
Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date