

June 21, 2023

To: School Board Members ISD 2687
From: Michelle Johnson, Foodservice Director
Re: Food Service Freezer

School Board Members ISD 2687,

Food Service needs additional freezer space. The current freezer space at the HS/MS site is not keeping up with the once a week deliveries that we now receive (we used to get deliveries twice a week). In the 2022-2023 school year we utilized the walk in freezer at Holy Trinity. This is a less than ideal situation as there are several stairs that lead down to the kitchen there, making it difficult to carry items up the stairs to be distributed to our satellite locations.

We obtained 4 quotes on the purchase and installation of a new walk in freezer. The total will be about \$71,000 for the freezer, installation and electrical. The funds will come from food service, the expense of the freezer is calculated in the reduction of the fund balance for 2024 (see fund balance amount in the 2023-24 budget approval). We plan to place the freezer in the receiving area just outside the kitchen which will make an ideal location for receiving product and loading it when taking it to our satellite locations. Joe McKee has already planned for the impact this install will have in the receiving area, to move the custodial items from the area to another location where the custodians will have access and work space.

Sincerely,

Michelle Johnson
Foodservice Director