

FACT SHEET

SPECIAL FUNCTIONS and/or VENDED MEALS TO ANOTHER LOCAL EDUCATION AGENCY (LEA)

Special Function Income

When a Food Service Management Company (FSMC) provides food or beverage for a special function services such as sports banquets, board of education luncheons, coffee service for meetings etc., the income from these services would be included as a la carte income or special function income.

Vended Meals to another LEA

If the LEA has a vending contract to supply meals to another LEA the income received for the vended meals must be deposited in the LEA's school food service account. The income would show on the monthly operating statement as either vending income or ala carte income.

How to Calculate the FSMC Fee

Cents per Meal Fee

- ❖ If the FSMC fee is a cents per meal fee, the FSMC would be reimbursed for meal equivalents according to contract terms.

Flat Fee

- ❖ If the FSMC fee is a flat fee, the FSMC may convert special function/vended meal income to meal equivalents and then apply a cents/meal FSMC fee.
- ❖ The contract will then have two fees: a flat fee *and* a special function/vended meal cents per meal fee.

The LEA or organization must be billed for and pay the amount specified for these special functions/vended meals. The income generated from all special functions/vended meals must be deposited into the school food service account.