

Memorandum

To: Tim Schlosser
From: Sarah Richardson *SR*
CC: Amanda Spears
Date: 01/07/2026
Re: Additional Labor Hours

On February 27, 2026, my 4-hour cafeteria worker at FS Middle School will be retiring. I am requesting that this position be changed to a 6-hour worker. By increasing the number of labor hours, we will be better equipped to serve the demands of our breakfast and lunch participation. Our participation for breakfast has gone up 13% and lunch has gone up 16%. We will continue to be aligned with our USDA policy of meals per labor hour. It will only be an increase of \$4,363.20 plus fringe benefits per year. From a financial perspective, this falls right in line with my budget. This will begin on March 2, 2026.