To:    Public School Administrators  
       Charter School Leads  
       Non-Public School Administrators  
       Food Service Directors  
       Food Service Management Companies  

FROM:  Jill Gorman, Finance Coordinator  
        Division of Food and Nutrition  

DATE:  May 29, 2015  

SUBJECT:  Non-Program Food Revenue Tool Webinar for SY 2015-2016  

The NJ Department of Agriculture, Division of Food and Nutrition, will be conducting a webinar on Tuesday, June 23, 2015 at 10:00AM. The webinar will provide guidance with regard to the execution of the USDA mandated Non-program Food Revenue Tool. The webinar will also explain how to use the Statement of Revenues, Expenses and Changes in Fund Net Assets to facilitate accurate completion of the Tool.

Please click on the following link to register:
https://attendee.gotowebinar.com/register/2887278318906837250

After registering, you will receive a confirmation email containing information about joining the webinar.

Before the webinar begins, you may find it helpful to print and have available for the webinar the Non-program Food Revenue Tool and the Exhibit B-5 which were posted on the DOE Broadcast and are available via the following respective links:

http://education.state.nj.us/broadcasts/2015/MAY/26/13671/Nonprogram%20Food%20Revenue%20Tool.xlsx

http://education.state.nj.us/broadcasts/2015/MAY/26/13671/B-5.xls