**DESE School Lunch and Breakfast Data**

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In addition to the data provided by DESE, CNOP needs to calculate several other statistics. You will need to insert new columns for each of these calculations. The chart below outlines the proper column order for the entire spreadsheet and provides an explanation as well as instructions for each additional statistic that you will calculate.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Typical Column Letter** | **Column Name** | Explanation of Statistic | Calculation | Sample Formula For Row 2 |
|  | Agreement # | Number assigned to district by DESE | Information provided by DESE. No calculation required.  Information provided by DESE. No calculation required. | |
| A | School District | Name of district |
|  | Site # | Number assigned to school by DESE |
| B | Site Name | Name of school |
| C | Enrollment | Number of kids enrolled in the school |
| D | ADA | Average Daily Attendance |
| E | Free Apps | Number of students eligible for free meals (refers to the school meal applications approved for free meals) |
| F | Reduced Apps | Number of students eligible for reduced price meals |
| G | Total F/R Apps | Total number of kids eligible for free and reduced price school meals | Free Apps + Reduced Apps | =SUM(E2,F2) |
| H | F/R ADA | Average daily attendance among children eligible for free and reduced price meals | Total F/R Apps \* (ADA / Enrollment) | =G2\*(D2/C2) |
| I | F/R% | Percentage of kids eligible for free and reduced price school meals | (Free Apps + Reduced Apps) / Enrollment | =(E2+F2)/C2 |
| J | Paid ADA | Average daily attendance among children eligible for full price meals | (Enrollment-Total F/R Apps) \* (ADA / Enrollment) | =(C2-G2)\*(D2/C2) |
| K | Lunch Days Open | Number of days that lunch is served during the month | Information provided by DESE. No calculation required. | |
| L | Paid Lunches | Number of full priced (paid) lunches served |
| M | Free Lunches | Number of free lunches served |
| N | Reduced Lunches | Number of reduced price lunches served |
| O | F/R Lunches | Total number of free and reduced price lunches served | Free Lunches + Reduced Lunches | =SUM(M2,N2) |
| P | Total Lunches | Total number of lunches served that month | Paid Lunches + Free Lunches + Reduced Lunches | =SUM(N2,O2,P2) |
| Q | Lunch ADP\* | Average daily lunch participation | Total Lunches / Lunch Days Open | =P2/K2 |
| R | Total Lunch Participation | Percentage of students that eat lunch daily | Lunch ADP / ADA | =S2/F2 |
| S | F/R Lunch ADP\* | Average daily lunch participation among students that eat free and reduced price meals | F/R Lunches / Lunch Days Open | =Q2/M2 |
| T | F/R Lunch Participation | Percentage of students that eat free and reduced price lunch daily | F/R ADP / F/R ADA | =U2/J2 |
| U | Paid Lunch ADP\* | Average daily lunch participation among students that eat full price (paid) meals | Paid Lunches / Lunch Days Open | =N2/M2 |
| V | Paid Lunch Participation | Percentage of students that eat full price (paid) meal | Paid ADP / Paid ADA | =W2/L2 |
| W | Breakfast Days Operated | Number of days that breakfast is served during the month | Information provided by DESE. No calculation required. | |
| X | BrkPaid | Number of paid breakfasts served |
| Y | Free Brk | Number of free breakfasts served |
| Z | Reduced Brk | Number of reduced price breakfasts served |
| AA | Svr Need Free Brk | Number of severe need free breakfasts served |
| AB | Svr Need Reduced Brk | Number of severe need reduced breakfasts served |
| AC | Total F/R Breakfasts | Total number of free and reduced price breakfasts served | Free Brk + Reduced Brk + Severe Need Free Brk + Severe Need Reduced Brk | =SUM(Z2:AC2) |
| AD | Total Breakfasts | Total number of breakfasts served during the month | Total F/R Breakfasts + Paid Brk | =SUM(AD2:AE2) |
| AE | Bfast ADP \* | Average daily breakfast participation | Total Breakfasts / Breakfast Days Operated | =AF2/Y2 |
| AF | Total Bfast Participation | Percentage of students that eat breakfast daily | Bfast ADP / ADA | =AG2/F2 |
| AG | F/R Bfast ADP\* | Average daily breakfast participation among students that eat free and reduced price meals | Total F/R Breakfasts / Breakfast Days Operated | =AD2/Y2 |
| AH | F/R Bfast Participation | Percentage of students that eat free and reduced price breakfast daily | F/R Bfast ADP / F/R ADA | =AI2/J2 |
| AI | Paid Bfast ADP\* | Average daily breakfast participation among students that eat full priced (paid) meals | Paid Brk / Breakfast Days Operated | =AE2/Y2 |
| AJ | Paid Bfast Participation | Percentage of students that eat full price (paid) breakfast daily | Paid Bfast ADP / Paid ADA | =AI2/L2 |
| AK | How many kids eligible for F/R ate school lunch who did not eat school breakfast |  | F/R Lunch ADP – F/R Breakfast ADP | ==MAX(S2-AG2,0) |
| AL | Percentage of students eligible for F/R meals who eat both breakfast and lunch |  | F/R Bfast ADP/F/R Lunch ADP | =AG2/S2 |
| AM | MSBC Goal | What is the goal for the MSBC challenge group | Manually based off of F/R% |  |
| AN | Breakfast ADP needed to reach goal | This is the number of students who need to eat breakfast each day on average to reach the goal | ADA X MSBC Goal | =ROUND(D2\*AM2,0) |
| AO | Increase in Breakfast ADP to reach goal | The additional number of students who need to each breakfast each day to reach the goal | Breakfast ADP needed to reach goal-Breakfast ADA | =MAX(AN2-AE2,0) |
| AP | Progress Toward Achieving MSBC Goal | The progress made toward accomplishing the MSBC goal | Breakfast ADP/Breakfast ADP needed to reach goal | =MIN(AE2/AN2,1) |
| AQ | Breakfast Paid % | The percent of breakfast “purchased” at the paid rate. | BrkPaid/Total Breakfast | =IFERROR(X2/$AD2,0) |
| AR | Breakfast Free % | The percent of breakfast “purchased” at the free rate. | Free Brk/Total Breakfast | =IFERROR(Y2/$AD2,0) |
| AS | Breakfast Redu % | The percent of breakfast “purchased” at the reduced-price rate. | Reduced Brk/Total Breakfast | =IFERROR(Z2/$AD2,0) |
| AT | Breakfast Severe Free% | The percent of breakfast “purchased” at the severe need free rate. | Svr Need Free Brk /Total Breakfast | =IFERROR(AA2/$AD2,0) |
| AU | Breakfast Severe Reduced% | The percent of breakfast “purchased” at the severe need reduced-price rate. | Svr Need Reduced Brk /Total Breakfast | =IFERROR(AB2/$AD2,0) |
| AV | Estimated additional annual revenue if MSBC goal reached | The increase in ADP needed to reach goal multiplied by current rates of “purchase” of each price category than multiplied by 180 (typical amount of schools days) |  | =MAX((SUM((AQ2\*AO2\*0.30), (AR2\*AO2\*1.45),(AS2\*AO2\*1.75), (AT2\*AO2\*1.79),(AU2\*AO2\*2.09))\*180),0) |
| AW | CEP Eligible 2017 | Whether the school was:   * **Enrolled** as a CEP school * **Eligible** to participate * Near eligible with a **30-40% ISP** * **Not eligible** | Manually entered from ESE annual notification of CEP eligible and potentially eligible schools | |

The last row of the spreadsheet should include the totals for the entire state. To calculate the statewide totals for each of the stats (*except ADP, F/R ADP, Paid ADP*),

you will drag down the formula to the last or “totals” row.

\*For lunch and breakfast ADP, F/R ADP, Paid ADP, you will need to sum the column in order to get the total ADP. Unfortunately, this is not as straightforward as it seems since there are many #DIV/0! symbols in the column which will impact your ability to apply a simple “sum” formula to the column. Instead, create a new tab in the worksheet called ‘ADP calculations’.

* Copy the appropriate ADP column, open the ADP calculations worksheet, right click on a column in the ADP calculations worksheet, select “paste special”, then select “values”. All of the values from the ADP column should appear in the ADP calculations worksheet.
* Next, sort the column by clicking on the data tab on the toolbar and selecting the A🡪Z symbol. All of the #DIV/0! symbols should now be at the bottom of the column. Sum the whole column (excluding the #DIV/0! symbols). Copy the total, put your cursor in the totals row for the appropriate ADP column in the statewide worksheet, then right click on paste special, and select values. The cell for total ADP on the statewide spreadsheet should now be complete.
* Do the same for ADP, F/R ADP, and Paid ADP (for both breakfast and lunch)