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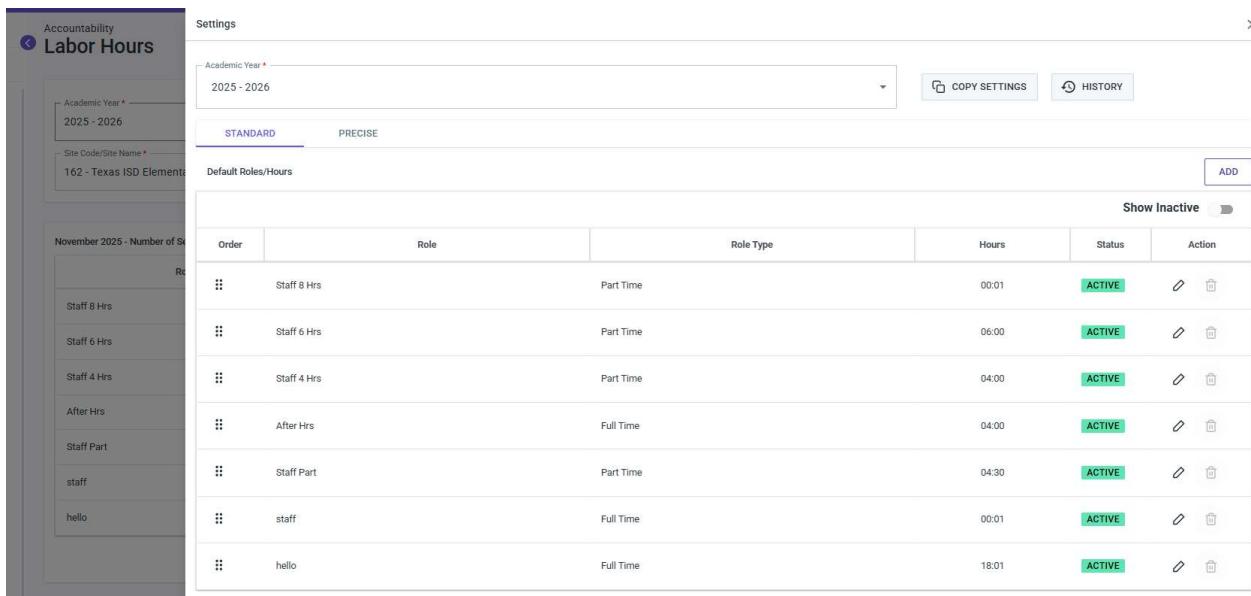
Front Office

Accountability

- **Labor Hours Feature**

The new Labor Hours feature provides a space to track Labor for accurate Meals Per Labor Hour tracking, as well as within other reporting.

When setting this up for the first time, or at any time, users can select between two modes of entry: Standard and Precise. To select a mode, simply click on the tab within the settings slide out and click save.



Settings

Academic Year * 2025 - 2026

COPY SETTINGS HISTORY

STANDARD PRECISE

Default Roles/Hours

Show Inactive

Order	Role	Role Type	Hours	Status	Action
1	Staff 8 Hrs	Part Time	00:01	ACTIVE	 
2	Staff 6 Hrs	Part Time	06:00	ACTIVE	 
3	Staff 4 Hrs	Part Time	04:00	ACTIVE	 
4	After Hrs	Full Time	04:00	ACTIVE	 
5	Staff Part	Part Time	04:30	ACTIVE	 
6	staff	Full Time	00:01	ACTIVE	 
7	hello	Full Time	18:01	ACTIVE	 

Standard

The Standard method allows the configuration of generic roles and predefined shift hours. Once set, users can enter the number of staff who worked the shift and multiply it by the number of days in the period to give the Total Staff Hours.

This method works best for operations where hours are consistent, or users want a quick way to enter hours for an entire month.

Accountability
Labor Hours

KPI BENCHMARKS MPLH REPORT SETTINGS

Academic Year * 2025 - 2026

Site Code/Site Name * 162 - Texas ISD Elementary

Period * November 2025

APPLY

November 2025 - Number of Serving Day(s): 4

Role	Number of Staff	Hours Worked Daily	Days in the Period	Total Staff Hours
Staff 8 Hrs	1	00:01	5	0.08
Staff 6 Hrs	2	06:00	6	72.00
Staff 4 Hrs	3	04:00	7	84.00
After Hrs	5	04:00	10	200.00
Staff Part	3	04:30	3	40.50
staff	0	00:01	5	0.00
hello	0	18:01	0	0.00

CANCEL SAVE

Precise

The Precise method enables users to define specific roles to track hours per day within a period. Users can enter down to the minute or stick to hours only by choosing so with grid filters.

Accountability
Labor Hours

KPI BENCHMARKS MPLH REPORT SETTINGS

Academic Year * 2025 - 2026

Site Code/Site Name 162 - Texas ISD Elementary +6

Date Today

APPLY

Highlight Missing Counts Hide Minutes

⚠ Saving only applies to what is currently visible. We recommend saving as you go.

Site	Date	Manager	Kitchen Staff	Cashier	C A F E	Admin
001 - Central Office	11/24/2025					
160 - Texas ISD High School	11/24/2025					
161 - Texas High School	11/24/2025					
162 - Texas ISD Elementary	11/24/2025					
163 - Texas Elementary	11/24/2025					
164 - Texas ISD Middle School	11/24/2025					

Meal Equivalents

Also within the settings menu is the ability to set Meal Equivalents. This configuration will be used to calculate meals per labor hour by multiplying the set conversion factor against the specific meal type meal counts. For example, if you have a ratio of 3 student breakfast meals to 2 meals created (a conversion factor of 0.67), when calculating meals per labor hour for student breakfasts, the sum of student breakfasts will be multiplied by 0.67. For Non-Program Food Sales, meals per labor hour will be calculated by dividing the total revenue collected from Non-Program Food sales by the conversion factor.

Meal Type	Ratio 1	Ratio 2	Conversion Factor	Action
Student Breakfast	3	2	0.67	
Student Lunch	1	1	1	
After School Snacks	3	1	0.33	
Adult Breakfast	3	2	0.67	
Adult Lunch	1	1	1	
Adult After School Snacks	3	2	0.67	
① Non-Program Food Sales	\$4.54	+\$ 0.2375	4.7775	

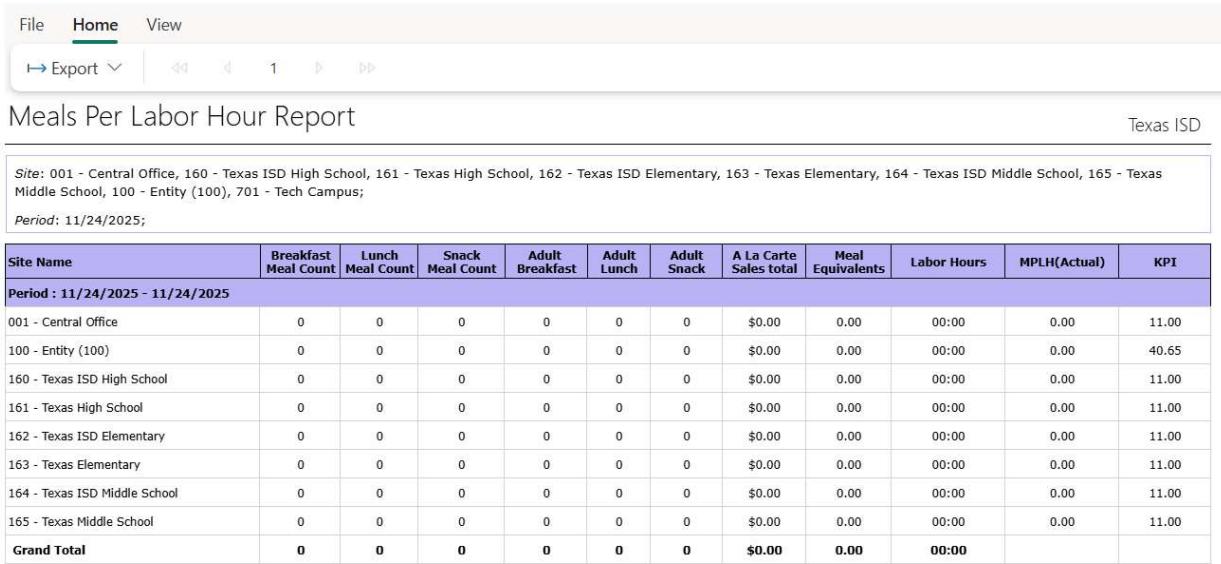



KPI Benchmarks

This space will be used to input a goal for comparing real values to those per month per site for Meals Per Labor Hour values. This input is not used in any calculations but is simply displayed on the MPLH Report and made available in Workspace.

MPLH Report

The Meals Per Labor Hour Report calculates meal counts across various meal types, as well as a la carte sales, and converts them into Meal Equivalents using the configured conversion factors. The report will then display a site's total meals per labor hour value for each site and date on which the report is generated. Please note that this report will share the same filters as the page.



The screenshot shows a Microsoft Excel-like interface for the MPLH Report. The top menu bar includes File, Home, View, Export, and navigation buttons. The title bar reads "Meals Per Labor Hour Report" and "Texas ISD". A note in the header states: "Site: 001 - Central Office, 160 - Texas ISD High School, 161 - Texas High School, 162 - Texas ISD Elementary, 163 - Texas Elementary, 164 - Texas ISD Middle School, 165 - Texas Middle School, 100 - Entity (100), 701 - Tech Campus; Period: 11/24/2025;". The main content is a table with the following data:

Site Name	Breakfast Meal Count	Lunch Meal Count	Snack Meal Count	Adult Breakfast	Adult Lunch	Adult Snack	A La Carte Sales total	Meal Equivalents	Labor Hours	MPLH(Actual)	KPI
Period : 11/24/2025 - 11/24/2025											
001 - Central Office	0	0	0	0	0	0	\$0.00	0.00	00:00	0.00	11.00
100 - Entity (100)	0	0	0	0	0	0	\$0.00	0.00	00:00	0.00	40.65
160 - Texas ISD High School	0	0	0	0	0	0	\$0.00	0.00	00:00	0.00	11.00
161 - Texas High School	0	0	0	0	0	0	\$0.00	0.00	00:00	0.00	11.00
162 - Texas ISD Elementary	0	0	0	0	0	0	\$0.00	0.00	00:00	0.00	11.00
163 - Texas Elementary	0	0	0	0	0	0	\$0.00	0.00	00:00	0.00	11.00
164 - Texas ISD Middle School	0	0	0	0	0	0	\$0.00	0.00	00:00	0.00	11.00
165 - Texas Middle School	0	0	0	0	0	0	\$0.00	0.00	00:00	0.00	11.00
Grand Total	0	0	0	0	0	0	\$0.00	0.00	00:00		

Special permissions are required for KPI Benchmark access.

General permissions are required for page access and setting slide out access.

Accountability > Labor Hours

- Improvements to Menu Item Sales Reporting Filters and Terminal Grouping**

We enhanced the Menu Item Sales Report to make filtering and terminal selection more intuitive. Terminal lists now default to no selection, treat "none" as "all," and display active terminals first with clear active/inactive indicators. Report grouping has been updated to Site → Terminal → Menu Item, and several dropdowns (Homeroom, Grade, Menu Item, Terminal) now act as optional filters—only applying when values are selected—ensuring users can view all sold items for a given date.

Accountability > Reports > Menu Item Sales

Item Management

- Update to Item Category Display Order in the School Menus page**

Now, categories within a menu will display based on the Display Order of each category as defined in the Item Configuration page of Item Management.

Previously, the categories were displaying the other way around, based on the display order of the individual items. Additionally, menus will display items in alphabetical order within each category.

Item Management > Item Configuration > Menu Item Categories

Inventory

- Vendor Contact Info Design Update**

The vendor Contact tab information has been merged into the main Vendor tab. The design has been updated to fit both the general vendor configuration and the contact information on this single tab.

Inventory > Management > Vendors > Vendor Detail

Inventory > Management

Vendor - Daily Dairy

VENDOR	CONTRACTS	ITEMS	ORDERING CONDITIONS																
<div> <p>Vendor Info</p> <table> <tr> <td>Vendor Name</td> <td>Daily Dairy</td> </tr> <tr> <td>Vendor #</td> <td>DDV</td> </tr> <tr> <td>Vendor Type</td> <td>External (Commercial)</td> </tr> <tr> <td>Status</td> <td>Active</td> </tr> </table> </div> <div> <p>Ordering Preferences</p> <table> <tr> <td>Vendor Lead Time</td> <td>1 Day(s)</td> </tr> <tr> <td>Include Weekends For Lead Time</td> <td>No</td> </tr> <tr> <td>Production Order Lead Time</td> <td>1 Day(s)</td> </tr> <tr> <td>Preferred Ordering Mode</td> <td>Website <input checked="" type="checkbox"/> E-ORDERING</td> </tr> </table> </div>				Vendor Name	Daily Dairy	Vendor #	DDV	Vendor Type	External (Commercial)	Status	Active	Vendor Lead Time	1 Day(s)	Include Weekends For Lead Time	No	Production Order Lead Time	1 Day(s)	Preferred Ordering Mode	Website <input checked="" type="checkbox"/> E-ORDERING
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<div> <p>Contact Info</p> <table> <tr> <td>Phone Number</td> <td>888-555-9999</td> </tr> <tr> <td>Email Address</td> <td></td> </tr> <tr> <td>Website</td> <td></td> </tr> <tr> <td>Address</td> <td></td> </tr> </table> </div> <div> <p>Contact Persons</p> <table> <tr> <td>Marie, Contract Rep, 888-555-9999</td> </tr> </table> </div>				Phone Number	888-555-9999	Email Address		Website		Address		Marie, Contract Rep, 888-555-9999							
Phone Number	888-555-9999																		
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Address																			
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<p>BACK TO VENDORS SCREEN</p>																			