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Specialist*



INTRODUCTION



Thank you for attending today's session on Afterschool Snack & Common Findings. My name is Abbie McFerron and I am a Nutrition Program Specialist for DESE. Today we are going to learn about the afterschool snack program offered and the most common findings that are found during an Administrative Review.

PROGRAM DESCRIPTION



- Provides reimbursement snacks to children through age 18, who participate in programs organized to provide after school care.
- Purpose: to assist schools in operating an organized after school program, which provides education or enrichment activities to help reduce or prevent involvement in juvenile crime or other high risk behaviors.
- If have 50% or greater of enrolled children for free or reduced, all students receive free snacks, regardless of their eligibility.
- Sites not 50% or greater must count meals and claim reimbursement by (F, R, P) & must have documentation of all meals served for free or reduced.

ACCESS PROCEDURES



- Department provides LEA's with applications in August
- Applications may be turned in any time during the school year.
- Can enroll by building(s)

AFTERSCHOOL SNACK ELIGIBLE



To participate a school has to:

- Participate in the NSLP

- Sponsor or operate an afterschool care program

AFTERSCHOOL CARE PROGRAM MUST:



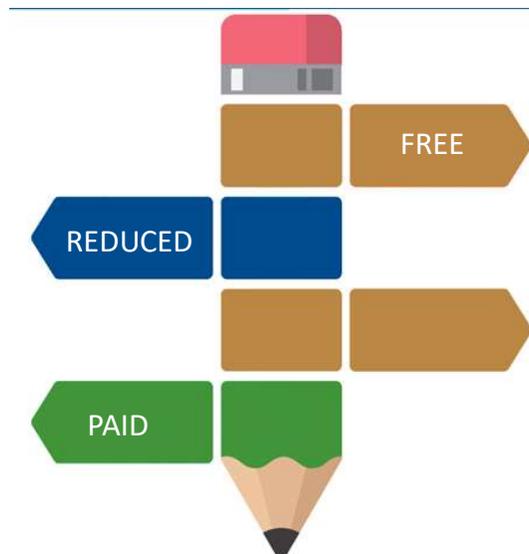
- Provide care for children after school
- Organize, regularly scheduled activities in a structured and supervised environment
- Include education or enrichment activities
- Only serve snacks after the end of the school day
- Keep accurate point of service meal counts to support claims
- Offer at least 2 different components
- Retain production records
- Perform 2 on-site reviews
- Maintain food safety and civil rights standards
- Ensure portable water is available
- Offer vs. Serve not available

AREA VS NON-AREA ELIGIBLE

- Area eligible
 - At least 50% of enrolled children are eligible for free or reduced meals
 - Able to receive reimbursement at the free rate for all children
 - POS count- number of reimbursable snacks served
 - ❖ Maintain a daily tally of kids
 - ❖ Maintain a daily roster by name

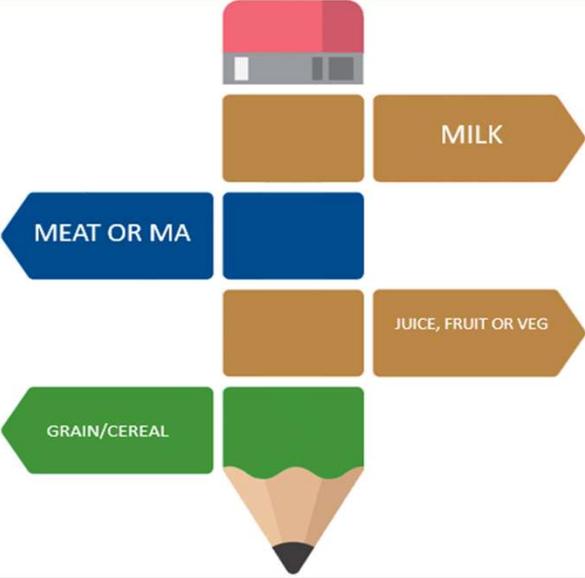
- Non-area eligible
 - Less than 50% of enrolled children are eligible for free or reduced meals
 - POS count- number of reimbursable snacks by free, reduced, and paid students and claim reimbursement according to eligibility status.

REIMBURSEMENT RATES



AFTERSCHOOL SNACK COMPONENTS





- MUST SERVE TWO DIFFERENT COMPONENTS OF:
 - ❑ MILK
 - ❑ MEAT OR MA
 - ❑ JUICE, FRUIT, OR VEGETABLE
 - ❑ GRAIN (Whole) /CEREAL

Components must meet required serving sizes.

ASP, MEAL PATTERN



Snack Program	Children 1 and 2 years	Children 3 through 5 Years	6 through 18 years ⁶
(Select 2 different components from the 4 listed)			
Milk , fluid	1/2 cup	1/2 cup	1 cup
Meat or meat alternate ⁴	1/2 ounce	1/2 ounce	1 ounce
Juice or fruit or vegetable ⁵	1/2 cup	1/2 cup	3/4 cup
Bread and/or cereal , enriched or whole grain Bread	1/2 slice	1/2 slice	1 slice
Cereal: Cold dry	1/4 cup ¹	1/3 cup ²	3/4 cup ³
Hot cooked	1/4 cup	1/4 cup	1/2 cup

¹ 1/4 cup (volume) or 1/3 ounce (weight), whichever is less.

² 1/3 cup (volume) or 1/2 ounce (weight), whichever is less.

³ 3/4 cup (volume) or 1 ounce (weight), whichever is less.

⁴ Yogurt may be used as a meat/meat alternate. You may serve 4 ounces (weight) or 1/2 cup (volume) of plain, or sweetened and flavored yogurt to fulfill the equivalent of 1 ounce of the meat/meat alternate component. For younger children, 2 ounces (weight) or 1/4 cup (volume) may fulfill the equivalent of 1/2 ounce of the meat/meat alternate

WHAT'S CREDITABLE: MILK



- Fluid milk may be served as one of two components
- Milk may be served as beverage, on cereal, or used for both at snack
- Reconstituted dry milk is not creditable as fluid milk
- Ice cream, yogurt, custard, or pudding may not be substituted for fluid milk requirement

WHAT'S CREDITABLE: MEAT/MEAT ALTERNATES



- Meat/meat alternates may be served as one of two components.
- Nuts, seeds, and nut butters may fulfill all of the meat/meat alternate requirement
- Yogurt may be served as a meat/meat alternate: 1/4 cup for children 1-6 yrs, 1/2 cup for 6-18 yrs.
- Natural & pasteurized processed cheese
- Cottage cheese, cheese foods & spreads (Velveeta & Cheez Whiz)
- Dried beans or peas. 1/4 cup of cooked beans is equal to 1 oz. m/ma.

WHAT'S CREDITABLE: FRUITS/ VEGETABLES



- Vegetables and fruits may be served as one of two components
- Snacks may contain a fruit or vegetable, or both, as one of the two required components
- Juices must be full strength 100% juice
- 100% juice may be used to meet the total fruit/vegetable requirement: $\frac{1}{2}$ c. 1-6 yrs, $\frac{3}{4}$ c. for 6-18 yrs.
- When juice is served as one of the components, milk may not be served as the other component.

WHAT'S CREDITABLE: GRAINS/BREADS



- Grains/breads may be served as one of two components
- All grains/breads must be enriched or whole-grain, made from enriched or whole-grain flour or meal
- Cereal must be whole-grain, enriched, or fortified
- Popcorn is **NOT** creditable

LETS PLAY

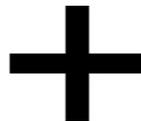
GAME TIME



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No, even though it is two different components, juice may not be served when milk is served as the only other component. If another component is offered besides milk and juice, then it would be compliant.



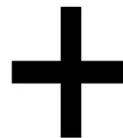
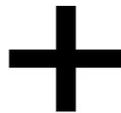
This is not compliant. The reason being, it is two of the same components. Both are grain components.



Yes this is compliant. Even though it has two of the same components, it still has two different components (fruit, juice and grain).



No, this is not compliant. It only contains one component (grain)





Yes this is compliant. It has three different components (fruit, milk, grain)

AFTERSCHOOL SNACK PRODCUTION RECORD



Afterschool Snack Program Production Record

Date _____

Week of _____

Portion size requirement (including co-mingled Pre-K schools)

	Children 1 and 2 years	Children 3 - 5 years	Children 6 - 18 years
Milk, Fluid			
- Fat Free Flavored			
- Fat Free Unflavored	½ cup	½ cup	1 cup
- 1% Unflavored			
Meat or Meat Alternate	½ oz	½ oz	1 oz
Juice, Fruit, or Vegetable	½ cup	½ cup	¾ cup
Grains	½ oz eq.*	½ oz eq.*	1 oz eq.*

*Refer to Exhibit A: School Lunch and Breakfast for "oz eq." requirements

Must serve at least 2 of the 4 components

Meal Pattern Guideline	Monday	Tuesday	Wednesday	Thursday	Friday
Milk*					
Meat or Meat Alternate					
100% Strength Juice, Fruit, or Vegetable					
Grains					

*Juice may not be used when milk is the only other food served

AFTERSCHOOL SNACK PRODUCTION RECORDS



- Must be completed daily
- Need to show meal components, foods served, & portion size
- Must be retained for 3 years plus the current SY
- Available on DESE Website

POINT OF SERVICE



- Similar to NSLP and SBP, the point of service should be placed after the students receive their snacks
- At POS, record each student who received a reimbursable snack after verifying.

ADMINISTRATIVE REVIEW



- During the review, the Nutrition Program Specialist will:
 - ❑ Verify school eligibility
 - ❑ Ensure accurate counting and claiming system is in place
 - ❑ Make sure snacks meet requirements
 - Review production records for a minimum of 5 days from review period
 - ❑ Confirm LEA monitors activities two times per year
 - ❑ Documentation review and/or snack service observation

REVIEW FORM



After School Snack Program Review

Local Education Agency (LEA) _____ School _____ Date of Review _____

Each After School Care Program must be reviewed by the LEA two times a year. The first review must be conducted during the first four weeks, that the school is in operation each school year.

	Yes	No	N/A
1. Does the LEA administer or operate the after school care program?	_____	_____	_____
2. Does the after school care program provide students with regularly scheduled activities in an organized, structured, and supervised environment that includes educational or enrichment activities?	_____	_____	_____
3. Is documentation of individual students' attendance maintained on a daily basis?	_____	_____	_____
4. Are accurate snack count records or rosters maintained on a daily basis? (Totals for area eligible sites; counts by type - free, reduced price, and full price for non-area eligible sites.)	_____	_____	_____
5. Do the snacks that are served meet the minimum meal pattern requirements?	_____	_____	_____
6. Are production records maintained?	_____	_____	_____
7. Is the snack priced as a unit?	_____	_____	_____
8. Is a maximum of one snack per student per day claimed for reimbursement?	_____	_____	_____
9. Are snacks served free or at a reduced price for all students who are determined to be eligible for free or reduced price snacks at a non-area eligible site?	_____	_____	_____
10. If charging for snacks, does the charge for a reduced price snack exceed 15 cents?	_____	_____	_____
11. Are snacks provided free of charge to all students at an area-eligible site?	_____	_____	_____
	Yes	No	N/A

(OVER)

- 1. Monitored within the first 4 weeks of operation
- 2. Monitored one additional time later in the school year
- 3. Found on DESE Website

WHERE DO I GO TO FIND THE FORMS?



- WWW.DESE.MO.GOV
 - ❑ Administrators
 - ❑ Food and Nutrition Services
 - ❑ Under Green Box (Financial & Admin Services)
 - ❑ USDA Programs/Regulations
 - ❑ After School Snack Program
 - ❑ <https://dese.mo.gov/financial-admin-services/food-nutrition-services/after-school-snack-program>

COMMON QUESTIONS



- Is licensing required for an afterschool care program?
 - ❑ No, Unless there is a State or local requirement
- May a morning or afternoon snack served in a Head Start Program be claimed under the NSLP afterschool snack service?
 - ❑ No, Head Start Program is not an afterschool care program
- May schools that already claim suppers under CACFP also claim afterschool snacks through NSLP?
 - ❑ Yes, as long as they meet the eligibility criteria for an afterschool program

COMMON QUESTIONS CONTINUED



- May a school food authority which vends afterschool snacks to a private non-profit sponsor claim those snacks under the NSLP?
 - No, they can be claimed by the sponsor under CACFP.

- Is there a particular month of school data that must be used for eligibility?
 - Eligibility must be based on the total number of children approved for free and reduced price meals as of the last day of operation for the most current October, or another month at the State agency's discretion.

COMMON FINDINGS ON ADMINISTRATIVE REVIEW



- 1701: Is documentation maintained that the site is located in an area eligible school in which 50% or more of the enrolled students are certified eligible for F/R price meals?

- 1702: Is documentation maintained of F/R price eligibility for each student that receives a free or reduced price snack?

COMMON FINDINGS ON ADMINISTRATIVE
REVIEW



- 1703: Are point-of-service snack counts by student/benefit category maintained?
- 1704a: Are snacks being properly counted and claimed?
- 1705a: If observing snack service, are snack counts by category for the review period reasonable compared to snack counts for day of review?
- 1707a: Has the program been monitored within the first 4 weeks of operation each year?

COMMON FINDINGS ON ADMINISTRATIVE
REVIEW



- 1708: Does the snack program conduct acceptable education or enrichment activities before, during, or after the snack meal service?
- 1709: Are snacks properly prepared, held, served, and stored within proper food safety practice?
- 1710: Is the USDA/FNS approved non-discrimination poster prominently displayed and visible to program participants?
- Record the number of snacks counted and/or claimed for reimbursement that were missing meal components from Day of Review & Review Period

QUESTION 1706

- Review production records for a minimum of 5 days from the review period.
 - ❑ A: Production records are completed daily and maintained for a minimum of 3 years?
 - ❑ B: Do production records list each meal component and reflect that the planned portion sizes meet the meal pattern component requirements?
 - ❑ C: Does it appear that each snack claimed for reimbursement met the 2 component per student requirements?

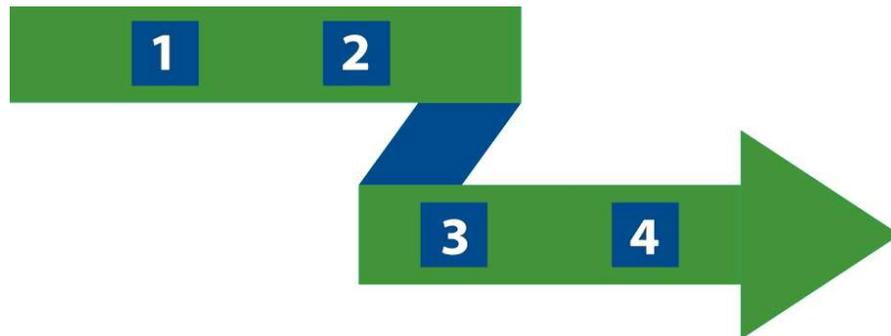
QUESTION 1711

- Record the number of snacks counted and/or claimed for reimbursement that were missing meal components from:
 - ❑ 1. Day of Review: Missing Meal Components-Meal Service Line/POS-Consolidation Errors
 - ❑ 2. Review Period: Missing Meal Components-Production Records-Consolidation Errors

FISCAL ACTION



- Serving Incomplete Snacks
 - ❑ Only one component
 - ❑ Two of the same component
- Serving to non-eligible
 - ❑ Anyone over the age of 18
 - ❑ Students (e.g. don't meet age requirement or don't go to that LEA)



Contact

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