



SCHOOL NUTRITION PROGRAM UPDATES

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Department of Elementary and Secondary Education (DESE)
Food and Nutrition Services (FNS)

Current Programs

2

- **National School Lunch Program (NSLP)**
 - **After School Snack Program**
 - **Seamless Summer Feeding Option**
- **School Breakfast Program (SBP)**
- **Special Milk Program**
- **Fresh Fruit and Vegetable Program**
- **Donated Foods Program**



Administrative Reviews (ARs)

3

- **On-site compliance monitoring**
- **3 year cycle**
 - **First cycle: 2013-14, 2014-15, and 2015-16**
 - **Second cycle: 2016-17, 2017-18, and 2018-19**
- **List on website of ARs for 2016-17**



Procurement Reviews

4

- **New for 2016-17**
- **3 year cycle**
- **Reviews in same year as ARs**
- **Desk audit with possible on-site visit**



Direct Certification

5

- **Mandatory 3 times yearly**
 - **July/August, October and January**
- **Mandatory 1 time yearly for CEP**
 - **April**
- **File available weekly**
 - **MOSIS file**
 - **ZIP code file**
- **SNAP, TANF, and Foster**



Verification

6

- ❑ **Sample size selected as of October 1**
- ❑ **Must complete the Verification process by November 15**
- ❑ **Verification Report due by December 15**



CEP – eligibility criteria

7

- LEA or school must have an identified student percentage of at least 40% as of April 1st of the school year prior
- Identified students: certified for free meals without an application
- MUST submit Identified Student Percentage (ISP) Calculation Worksheet



Definition: Identified Student

8

- ❑ Directly certified through SNAP, TANF or Foster
- ❑ Extended SNAP and TANF eligible
- ❑ Status as homeless, migrant, runaway
- ❑ Participation in Head Start
- ❑ Non-applicants approved by local officials

KEEP DOCUMENTATION



Paid Lunch Equity Tool

9

- If charged less than \$2.78 for paid lunches in SY 2015-16 must raise price or add non-federal funds
- Federal reimbursement for free (\$3.07) minus paid (\$0.29) meals = \$2.78



Civil Rights Training and Tracking

10

- Training must be provided to all frontline staff and supervisors who deal with School Nutrition Program applicants and participants
- PowerPoint presentation on website
- Upload previous year attendee sheet under Checklist Summary on Web Application



Local Wellness Policy

11

- **Must have a local wellness policy in place and must be updated with the new requirements of final rule by June 30, 2017.**
- **Final rule requirements on FNS website under Guidance and Resources, select Wellness.**



Smart Snacks

12

- **Nutrition standards shall apply to all foods and beverages sold to students:**
 - **Outside of school meal programs**
 - **On the school campus**
 - **At any time during the school day (the period from the midnight before, to 30 minutes after the end of the official school day)**



Fundraiser Exemptions in Missouri

13

- A maximum of 5 fundraisers, per school building, per school year will be allowed
- A single exempt fundraiser will have a duration of one day
- Locally may implement more restrictive standards



Professional Standards

14

- **Hiring standards for new school nutrition program directors**
- **Training standards for all school nutrition program employees**
- **Was effective July 1, 2015**
- **Must maintain documentation**



Unpaid Meal Charge Policy

15

- **Required to have a local meal charge policy in place by July 1, 2017**
 - **Must be communicated in writing to all households**
 - **Include, if applicable, the availability of alternate meals**
 - **Must include policies regarding collection of delinquent meal charge debt**
 - **Must provide copy of the policy during the AR**



Delinquent Debt vs Bad Debt

16

- **Delinquent – considered collectable and efforts made to collect (allowable use of food service funds)**
- **Bad – when determined efforts to collect delinquent debt is useless or too costly (losses must be restored using non-federal funds)**



Charge Policies

17

□ Local Decision





18



**Questions or anything else
you would like to talk about?**

Contact Us

Email: foodandnutritionservices@dese.mo.gov

Phone: 573-751-3526

Web address: <http://dese.mo.gov/financial-admin-services/food-nutrition-services>

USDA Donated Food Distribution Program

20

- **The Donated Food Program is a program that allows the USDA to assist LEA's in meeting the nutritional needs for school children throughout the nation.**
- **To aid American farmers, the USDA buys only domestic food and distributes that food through various eligible food outlets.**
- **This program (if used properly) can supplement your lunch program by nearly 30%.**



Program Entitlement

21

- LEA's are eligible for specific dollar levels of USDA Food assistance based on a formula which multiplies the total number of lunches served during the year (July 1st through June 30th) by a mandatory rate of assistance. (2016=\$0.32/lunch)
- Example: 100,000 lunches served in SY 15-16 X \$0.32 = \$32,000 of entitlement.



2 Ways To Get Discounted Food Products:

22

- **USDA Foods Packet**

OR

- **Monthly Open Order Form**



Entitlement Letters:

23

- These letters inform the LEA as to what they can estimate their entitlement will be for the current school year based on how many total lunches that were served in the previous school year.
- Entitlement letters are posted to the DESE-Food and Nutrition Services Webpage by mid to late July.



Entitlement Letters Continued:

24



205 Jefferson Street, P.O. Box 480 • Jefferson City, MO 65102-0480 • dese.mo.gov

August 2016

Agreement Number: 061-150

TO: Authorized Representative, Child Nutrition Programs

FROM: Andy Dudenhoeffer, Director – Food Distribution, DESE – FNS

SUBJECT: Estimated Entitlement for USDA Foods during SY 2016-2017

The Department of Elementary and Secondary Education (DESE), Food & Nutrition Services (FNS), *estimates* each Local Education Agency's (LEAs) USDA Foods entitlement for the upcoming school year. The *estimated* entitlement is calculated by multiplying Total Lunches Served (TLS) during the previous school year by the USDA per meal rate.

DESE – FNS will be using a TLS of 26,177 for ATLANTA C-3 during School Year (SY) 2016-2017. The current per meal rate published in the Federal Register on August 9, 2016, for SY 16-17 is \$0.2300 per reimbursable lunch, which is a decrease of $\frac{3}{4}$ of a cent from SY 15-16. Under Section 6(e)(1) of the [National School Lunch Act](#), the Secretary of USDA must ensure 12% of assistance for the National School Lunch Program assistance is in the form of USDA Foods. In order to meet the 12% provision for SY 15-16, USDA has increased entitlement amounts by \$0.09 per meal for an effective per meal rate of \$0.3200.

ATLANTA C-3 has an *estimated* entitlement of \$ 8,377.00 (TLS x \$0.3200) for SY 16-17.



Value of Commodities Distributed Letter:



205 Jefferson Street, P.O. Box 480 • Jefferson City, MO 65102-0480 • dese.mo.gov

August 2016

Agreement Number: 061-150

TO: Authorized Representative, National School Lunch Program
FROM: Karen Wooton, Coordinator, Food & Nutrition Services
 Andy Dudenhoeffer, Director – Food Distribution, Food & Nutrition Services
SUBJECT: ATLANTA C-3 Value of USDA Foods for SY 15-16

School Year (SY) 2015-2016 *estimated* ENTITLEMENT for LEA: 061-150 was: \$ 7,536

Below is the breakdown of the Value of USDA Foods actually received from July 1, 2015, through June 30, 2016, on record with the Department of Elementary and Secondary Education – Food & Nutrition Services:

USDA Food Category	Item	Line Item Total	Category Total
Non-Processed USDA Foods <i>(Received "free" on monthly delivery)</i>			
	Fruit	\$ 4,312.53	
	Vegetable	\$ 1,530.52	
	Beef	\$ 329.40	
	Pork	\$ 667.52	
	Chicken	\$ 1,420.98	
	Turkey	\$.00	
	Grains	\$ 156.60	
	Cheese	\$ 1,602.63	
	Other <i>(eggs, peanut butter, sunflower butter, veg oil, catfish)</i>	\$ 857.36	
Non-Processed "brown box" USDA Foods Sub-TOTAL			\$10,877.54
Department of Defense (DoD) <i>if applicable</i>			\$.00
Processed USDA Foods <i>(raw USDA Foods diverted for further processing, Received as FFS, NOI or Rebate)</i>			
	Beef	\$.00	
	Pork	\$.00	
	Chicken and Eggs	\$.00	
	Turkey	\$.00	
	Fish	\$.00	
	Cheese	\$.00	
	Fruit and Vegetables	\$.00	
	Vegetable Oil	\$.00	
Processed USDA Foods Sub-TOTAL			\$.00
TOTAL VALUE OF USDA FOODS for SY 2015-2016			\$10,877.54



Value of Commodities Distributed Letter Continued:

26

- **These letters inform the LEA as to how much entitlement was used in the previous school year. This is a good tool to use to evaluate how effectively the FSD is using the district's entitlement.**
- **The Value of Commodities Distributed Letter becomes available in mid to late September.**



Important Dates:

27

- **January – Annual USDA Foods Packet becomes available.**
- **February - MO-DESE USDA Foods Expo Food Shows (February 15-17, 2017) & USDA Foods Packet is due.**
- **July – Entitlement Letters become available.**
- **September - Value of USDA Foods Distributed Letter becomes available.**



Important Dates:

28

- **Monthly Open Order Form is available to be filled out every month from the 1st through the 15th (July-March) for delivery (August – April).**
- **Monthly USDA Food Deliveries start in August and stop in April.**



Contact Information:

29

- Karen Wooton – Coordinator of Food and Nutrition Services: 573-751-3526
Karen.Wooton@DESE.mo.gov
- Andy Dudenhoeffer– Director of the Donated Food Program: 573-522-1974
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DeeDee.Kilson@DESE.mo.gov
- Amy Halderman – Administrative Assistant: 573-751-2646
Amy.Halderman@DESE.mo.gov
- Open Order Forms and Annual USDA Food Packets should be submitted to:
Donatedfoods@DESE.mo.gov



