



Good Afternoon! And welcome to the May National School Lunch Program Webinar. My name is Brenda Thompson Wattles and I am a coordinator with the Idaho Child Nutrition Program. Since May is National Physical Fitness and Sports Month, we wanted to encourage everyone listening to find new ways to be active and get out there and move!



Today our objectives are to go over the recently released policy memos, then to cover a number of program reminders. We will also share some success stories and then allow time for questions.



Please remember that you can count the time spent viewing this webinar as training for professional development. I have included the learning codes applicable to the topics I will discuss today. As a reminder, you need to track training hours in 15 minute increments. There are tracking forms available in MyIdahoCNP under the Download Forms section, or available at the link seen here.



Beginning with policies...

# POLICY MEMOS

**SP 33-2016:**

*Extension Notice: Requests for Exemption from the School Meals Whole Grain-Rich Requirements for SY16-17*

**SP 34-2016:**

*Revised Prototype Free and Reduced Price Application Materials for SY16-17*

**SP 35-2016:**

*Bonding Requirements for Food Service Management Companies and Subcontractors*

**SP 36-2016:**

*Fresh Fruit and Vegetable Program: Allocation of Funds for SY16-17*

There are several policy memos that we will discuss today. Those are seen here and topics range from Whole Grain Rich Exemptions to Bonding Requirements for Food Service Management Companies.



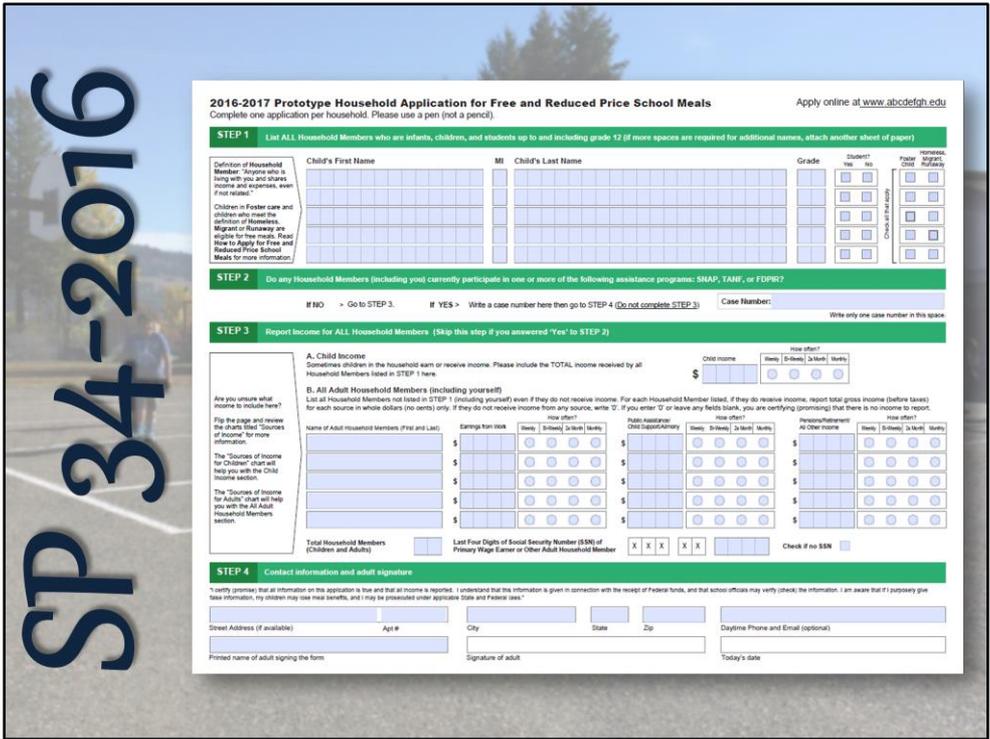
**SP 33-2016:**

*Extension Notice: Requests for Exemption from the School Meals Whole Grain-Rich Requirements for SY16-17*

This memo extends the ability, for school food authorities (SFAs) to request exemptions from the whole grain-rich requirements in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) through school year 2016-2017. This memo supersedes the following previously issued memorandum:

*SP 20-2015, Requests for Exemption from the School Meals' Whole Grain-Rich Requirement for School Years 2014-2015 and 2015-2016.*

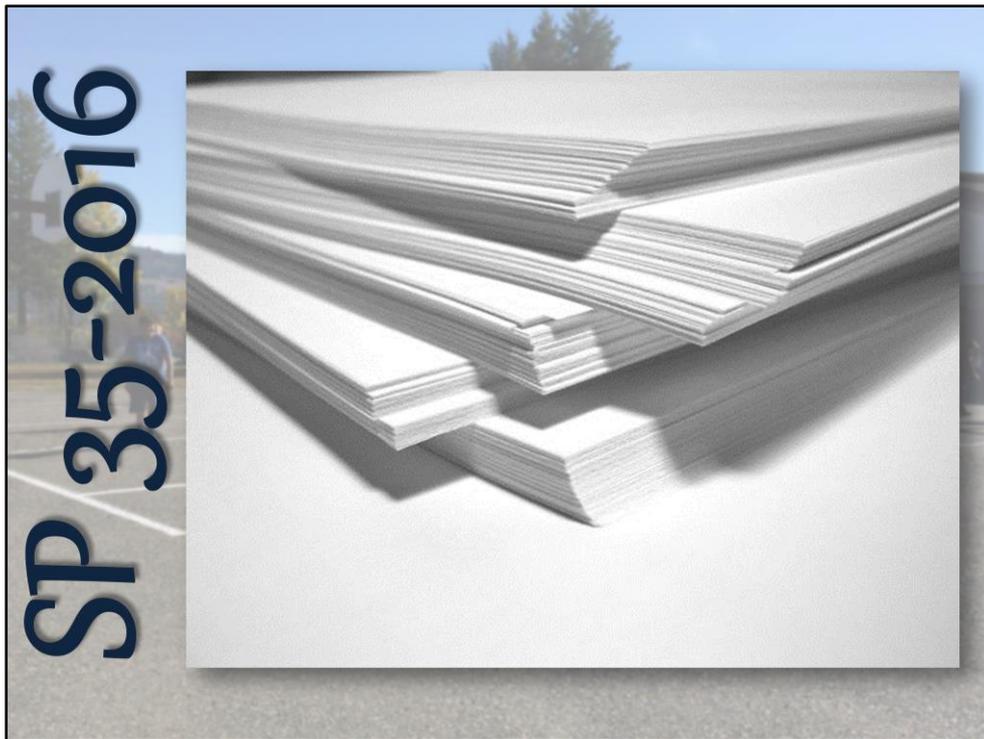
All temporary flexibilities approved by a State agency under this superseded memo may continue under the terms by which they were approved, through school year 2016-2017, at the discretion of the State agency. However, State agencies may choose to require SFAs to re-apply for the exemption to ensure that the requirements of the exemption continue to be met.



**SP 34-2016:**

*Revised Prototype Free and Reduced Price Application Materials for SY16-17*

SP34-2017 announces the release of a revised Prototype Application for Free and Reduced Price School Meals and accompanying materials for school year (SY) 2016-17. The original prototype was published on April 29th, 2016 and this version supersedes the previous version. In this update, a language discrepancy in the USDA Non-Discrimination Statement has been corrected, and additional prototype materials for State and local agencies (related to information sharing requests, verification, and benefit issuance) have been added.



## SP 35-2016:

### *Bonding Requirements for Food Service Management Companies and other Subcontractors*

Under previous interpretation of 2 CFR 200.325, USDA communicated that “subcontracts exceeding the Simplified Acquisition Threshold” not only applied to subcontracts related to construction or facility improvement contracts, but also applied to Food Service Management Companies (FSMCs) as the contracts they have with School Food Authorities were considered to be subcontracts and, therefore, fell under the scope of the bonding requirements in 2 CFR 200.325.

In actuality, the bonding requirements in 2 CFR 200.325 apply only to subcontracts of construction or facility improvement contracts exceeding the Simplified Acquisition Threshold. The bonding requirements do not apply to the procurement of FSMC services in the National School Lunch Program. State and local agencies may continue to establish bonding requirements to ensure the Federal interest is protected so long as it does not create a barrier to free and open competition.



**SP 36-2016:**

***Fresh Fruit and Vegetable Program Allocation of Funds for SY 16-17***

The allocation for the FFVP is made on a school year basis (July 1-June 30). The FFVP allocation for Idaho for the 16-17 school year is \$2,061,495, which is a reduced amount of approximately \$150,000 from the current school year.

Idaho has reviewed Fresh Fruit and Vegetable Program applications and will be announcing grant recipients tomorrow via press release.



Since those were the only policy memos this month, we will now move on to a number of reminders.

# CN Label Verification Report

[http://www.fns.usda.gov/sites/default/files/cn/cnl\\_verificationreport.pdf](http://www.fns.usda.gov/sites/default/files/cn/cnl_verificationreport.pdf)

[https://origin.drupal.fns.usda.gov/sites/default/files/cn/cnl\\_manufacturersreport.pdf](https://origin.drupal.fns.usda.gov/sites/default/files/cn/cnl_manufacturersreport.pdf)

The screenshot displays two USDA reports. The top report is the 'Child Nutrition(CN) Label Verification Report' (dated 5/6/2016) with columns for CN #, Product Description, Serving Size, CN Crediting, and Expiration. The bottom report is the 'Child Nutrition(CN) Label Manufacturers Report' with columns for EST #, Company Name, Address, City, State, Zip, and Phone Number.

CN #	Product Description	Serving Size	CN Crediting	Expiration
024815	FARMLAND SILVER MEDAL BRAND HOT DOGS	One 2.00 oz. Frank	2.00 oz. Equivalent Meat	07/2
024890	FARMLAND GOLD MEDAL HOT DOG	One 2.00 oz. Frank	2.00 oz. Equivalent Meat	07/2
025745	GOURMET SCRAMBLED EGG SYSTEM FROZEN EGG PRODUCT	One 1.00 lb. Mix	14.03 oz. Equivalent Meat Alternate	03/0
025902	FARMLAND SILVER MEDAL BRAND HOT DOGS	One 1.60 oz. Hot Dog	1.50 oz. Equivalent Meat	07/2
030776	GRILL FRANKS	One 2.00 oz. Frankfurter	2.00 oz. Equivalent Meat	10/4
030777	GRILL FRANKS	One 1.60 oz. Frankfurter	1.50 oz. Equivalent Meat	10/4
033965	CHARBROILED DELUXE BEEF PATTIES	One 2.00 oz. Patty	1.50 oz. Equivalent Meat/Meat Alternate	07/0
034454	CHARBROILED RB SHAPED PORK PATTY WITH BARBECUE SAUCE BUILT IN SMOKE FLAVORING ADDED	One 2.00 oz. Patty	2.00 oz. Equivalent Meat/Meat Alternate	07/1

EST #	Company Name	Address	City	State	Zip	Phone Number
P17764	ABBYLAND FOODS, INC.	508 E. Linden Street	Abbotsford	WI	54405	(715) 223-6386
1633	ABBYLAND FOODS, INC.	508 E. Linden Street	Abbotsford	WI	54405	(715) 223-6386
2280E	ADVANCE FOOD CO.	5110 Enterprise Blvd	Enid	OK	73701	(580) 237-6656
P2280E	ADVANCE FOOD CO.	5110 Enterprise Blvd	Enid	OK	73701	(580) 237-6656
2280Y	ADVANCE FOOD CO.	201 S. Raleigh Road	Enid	OK	73701	(580) 237-6656
P2280Y	ADVANCE PIERRE FOODS	201 S. Raleigh Road	Enid	OK	73701	(580) 237-6656
3532	ADVANCE PIERRE FOODS INC	3437 East Main Street	Claremont	NC	28610	(828) 459-7626
P6889	ADVANCE PIERRE FOODS INC	1833 Cooper Foster Park Road	Amherst	OH	44001	(440) 960-0146
P2132	ADVANCE PIERRE FOODS INC	9990 Princeton - Glendale Road	Cincinnati	OH	45246	(513) 874-8741

FNS launched the CN Label Verification Reporting System recently, which posts monthly reports listing verified [CN Labels](#) and [CN Label Manufacturers](#) on the FNS website. You can find more information about this new resource at the links on the screen.



A quick reminder about renewal: it is in progress and due by May 31<sup>st</sup>. Please remember to complete the Food Safety Inspection Report and the Financial Reports, which are located under Applications outside of the Renewal Packet. Call our office if you have questions.

Record Retained		Required Documents	Notes
NO	YES		
		SA approval/extension authorization letters <i>if prior to application approval in MICNP</i>	
		Attendance area documentation or boundary map <i>may be located in District office</i>	
		Socioeconomic data of school population <i>State Direct Certification lists, Health and Welfare letters, or Dept. of Labor unemployment lists.</i>	
		Categorically eligible student data <i>including certified lists for DC siblings, homeless, migrant, runaway &amp; foster students</i>	
		Benefit issuance list <i>including any changes in eligibility</i>	
		Calculation of claiming percentages or RACs <i>based on claims entered and automatically calculated in MICNP</i>	
		All approved free & reduced applications	
		All denied applications	
		Verification file <i>validate any changes in eligibility on the benefit issuance list</i>	
		Monthly claims with backup <i>CNP2000 or MICNP claims with daily roster</i>	
		Daily meal counts by student name and eligibility	
		Public release <i>announcing free breakfast</i>	

# Provision 2 Base Year Review Checklist

If you are due to extend your Provision 2 Base year, during the renewal process this year, you will be asked to scan and upload your base year documents into MyIdahoCNP so the State agency can perform a desk review during the annual renewal process.



The Idaho School Nutrition Association will be hosting its annual conference here in Boise this year from June 21 to June 24<sup>th</sup> at the Riverside Hotel. The pre-conference will start at 8:00am on Tuesday, June 21<sup>st</sup> and offer professional development opportunities for nutrition, food safety, and smarter lunchrooms strategies. The conference will begin with a General Session hosted the evening of Tuesday, June 21<sup>st</sup>. Please see the ISNA website, where the conference agenda has been posted.

For those of you interested in the professional development opportunities offered during the pre-conference, the 8 hour session on Food Safety in Schools is designed to provide school nutrition employees with up-to-date information on food safety. The session contains lessons and activities which allow participants to be actively involved in learning the food safety concepts needed to prepare and serve food safely and to keep school nutrition facilities safe and sanitary. The trainer is provided by the Institute of Child Nutrition and sponsored by the Idaho School Nutrition Association.

The concurrent 8 hour training on Nutrition 101 provides a basic overview of nutrition for all school nutrition personnel. It is information you can use at home and at work. The trainer is provided by the National Food Service Management Institute and sponsored by the Idaho School Nutrition Association.

The third workshop is called "Cafeteria Reinvention: Small Changes that Make a Big Difference" and covers behavioral economics – the practice of altering the physical

environment in order to affect purchasing and consumption behavior – which lies at the heart of the Smarter Lunchrooms Movement. This session is sponsored by the Idaho State Department of Education, Child Nutrition Programs Team Nutrition grant.

We encourage you to share this information with your staff and **register now**, before school gets out! If you have any questions, please contact us at 208-332-6822 or [scharters@sde.idaho.gov](mailto:scharters@sde.idaho.gov).

**Smarter Lunchrooms:**  
*Training Opportunity!*

<https://www.surveymonkey.com/r/588X8QB>

The graphic features a background image of a school courtyard. In the center, there is a green rectangular box containing a portrait of Adam Brumberg on the left and the Food & Brand Lab logo on the right. The logo includes a stylized fork and knife icon above the text 'Food & Brand Lab', with the tagline 'Invent • Redesign • Empower' and 'CORNELL UNIVERSITY' below it.

**The Idaho State Department of Education Team Nutrition Program is seeking applications to award three Foodservice Directors and/or Site Managers a chance to attend the full Idaho School Nutrition Association (ISNA) Conference.**

ISNA's Pre-Conference and General Session are on June 21<sup>st</sup>. Through a Team Nutrition Grant, the Idaho State Department of Education Team Nutrition Programs is sponsoring Adam Brumberg from Cornell University's BEN Center. Adam will be promoting the Smarter Lunchrooms Movement and giving all foodservice professionals simple, low-cost to no-cost solutions for enhancing Idaho's school cafeterias by *Focusing on Fruit, Promoting Vegetables & Salads, Moving More White Milk, Enhancing the Entrée of the Day, Increasing Sales for Reimbursable Meals, and Creating School Synergies*. Adam is being brought to Idaho and ISNA through a Team Nutrition Grant. In addition, the Idaho Dairy Council is sponsoring the lunch during the Pre-Conference. We are pleased and proud to have the Dairy Council partner with us during this exciting event. If you are interested in attending the up coming ISNA Conference in Boise and have never attended before, please consider the following opportunity! As part of a Team Nutrition Grant, the Idaho State Child Nutrition Programs is offering a competitive scholarship to three applicants, one from each state region, who are either a Foodservice Director or Site Manager. Applicants MUST apply through the survey monkey application link seen on the screen. One person from each of the 3 regions of Idaho will be selected for a monetary scholarship intended to pay for the cost of registration for the conference(\$135 rate) and assist with travel expenses. The total

award amounts for each of the regions are: \$500 for a Northern recipient, \$400 for an Eastern recipient, and \$200 for a Southwestern Idaho recipient.

The awarded scholarships will give preference to Foodservice Directors and Site Managers who have never attended an ISNA conference in the past, are from smaller school districts/charter schools who could benefit from networking with peers, and/or have a need for the award. This is especially a good opportunity for those who are interested in implementing Smarter Lunchrooms Movement changes into their school cafeterias.

# Direct Certification

*Hands-on Workshop available during ISNA*

*Includes a 30 minute  
“Ask Steve” session!*

- *Registration is required*
- *Bring a laptop*
- *Bring a thumb drive with your current student enrollment*

<http://www.databasesdoneright.com/nutrition/Calendar.html>

The Idaho State Department of Education Child Nutrition Program is happy to announce that the new user interface for Direct Certification has been completed and is ready for use. There have been significant improvements in the matching algorithms and the layout! The State agency wants to strongly encourage districts to take advantage of this one time opportunity to receive hands-on training that will include a 30 minute “Ask Steve” session. Steve Hatchett, has been an integral part of the development of our Direct Certification software from day one – he offers a wealth of knowledge not only from the programmers perspective, but as someone who appreciates the value that Direct Certification affords to students and their families.

- Registration is required to ensure proper access is granted (go to the training resource center – see link)
- Please bring a laptop – if you do not have one, there will be a few loaners available
- Bring a thumb drive with your current student enrollment

# NSLP 101



Just prior to the ISNA conference, the NSLP Team will be holding an NSLP 101 workshop on Monday, June 20<sup>th</sup>. This course will last all day and count towards mandatory training. You may have noticed that the format of training has changed. The format of training has changed for several reasons, first and foremost we want it to be more beneficial to all sponsors. The training is taking on a workshop format so that sponsors may use the time gathered in training to actually take the information presented and apply it then and there. Rather than taking time out of your busy schedule, we would like to designate specific time for sponsors to work on the necessary administrative tasks in an environment that provides the opportunity to ask the State agency questions as they arise during the work session.

We would also like to foster district to district communication so that districts with similar sizes and challenges have the chance to discuss different strategies and solutions. By asking for sponsors to bring their menu documents and financial documents it allows those who have limited experience in these areas to see multiple examples of strategies they might apply in their own district.

Lastly, by making sure that everyone is familiar with these documents and where to find them, we hope to relieve the burden of the Administrative Review itself. New sponsors will benefit from being exposed to the necessary documentation and the districts that separate program administration from meal service duties will benefit from understanding what their counterparts do.

None of the documents requested for training need to be hard copy and the State agency will not be keeping any of the work you complete during the training. We simply want you to have a way to access them during the NSLP 101 Training. With that in mind, please be prepared to bring program documents in order to participate in the hands on activities planned for the training. You are also encouraged to bring a computer or mobile device with access to MyIdahoCNP. The training will be held in the Joe R. Williams building in downtown Boise and if you have questions about the training contact TJ Goodsell with the State agency.



In order to support all the success we have seen over the past year, we would like to take a little time to talk about grant opportunities that are available. The following grants would fund healthy food initiatives and are available through the Idaho Dairy Council's Fuel Up to Play 60 Program.



### **Fuel Up to Play 60 School Nutrition Equipment Grant**

As part of the Fuel Up to Play 60 program, the Dairy Council is offering a School Nutrition Equipment Grant online. This grant will assist School Nutrition Directors with the purchase of equipment that will help improve their school breakfast and lunch programs. Schools may apply individually, or districts may apply for multiple schools within their district for grants up to \$5,000 for SY 2016-2017. You won't want to miss this opportunity to serve the children in your area! The application deadline is **June 30, 2016**. Click on the link below to apply:

<https://www.fueluptoplay60.com/funding/nutrition-equipment-grant>



Dairy Council:  
FUTP60  
Breakfast Grant

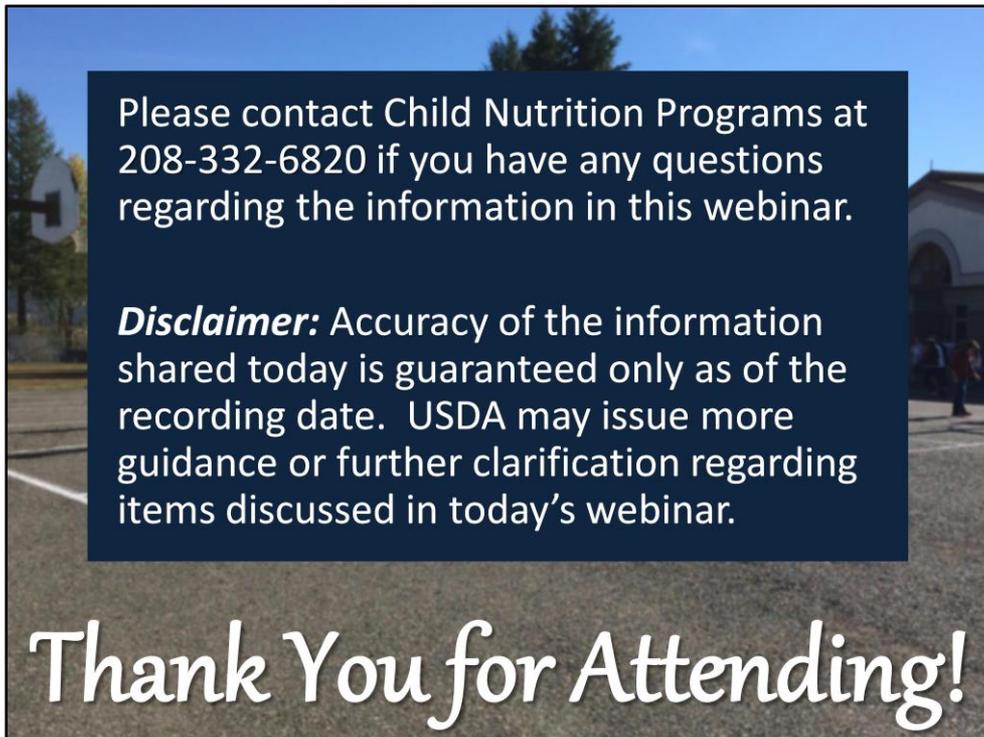
**Idaho Dairy Council and Fuel Up to Play 60: Breakfast Anytime, Anywhere**

Idaho's dairy farm families and Fuel Up to Play 60 provide up to \$4,000 per year, per school in Idaho, to help implement Healthy Eating and Physical Activity strategies. Funding opportunities are available to K-12 schools enrolled in the National School Breakfast and Lunch programs. Application is now open and is due **June 15, 2016**. Click the link below for more information and to apply:

<https://www.fueluptoplay60.com/funding/general-information>



That is it for today's webinar. If anyone has questions, please feel free to type them into the sidebar and I will answer them now.



Thank you for attending today's webinar. Please contact Child Nutrition Programs at 208-332-6820 if any additional questions arise regarding the information in this webinar.

*Disclaimer:* Please remember that the accuracy of the information shared today is guaranteed only as of the recording date. USDA may issue more guidance or further clarification regarding items discussed in today's webinar.

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- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA Child Nutrition Programs recognize the following protected classes: race, color, national origin, sex, age, and disability.

This institution is an equal opportunity provider.

## Nondiscrimination Statement

Please note the updated civil rights statement, listed here. If you haven't already, you must update your non-discrimination statement to match this. This concludes today's webinar, Thank you all and have a good day.