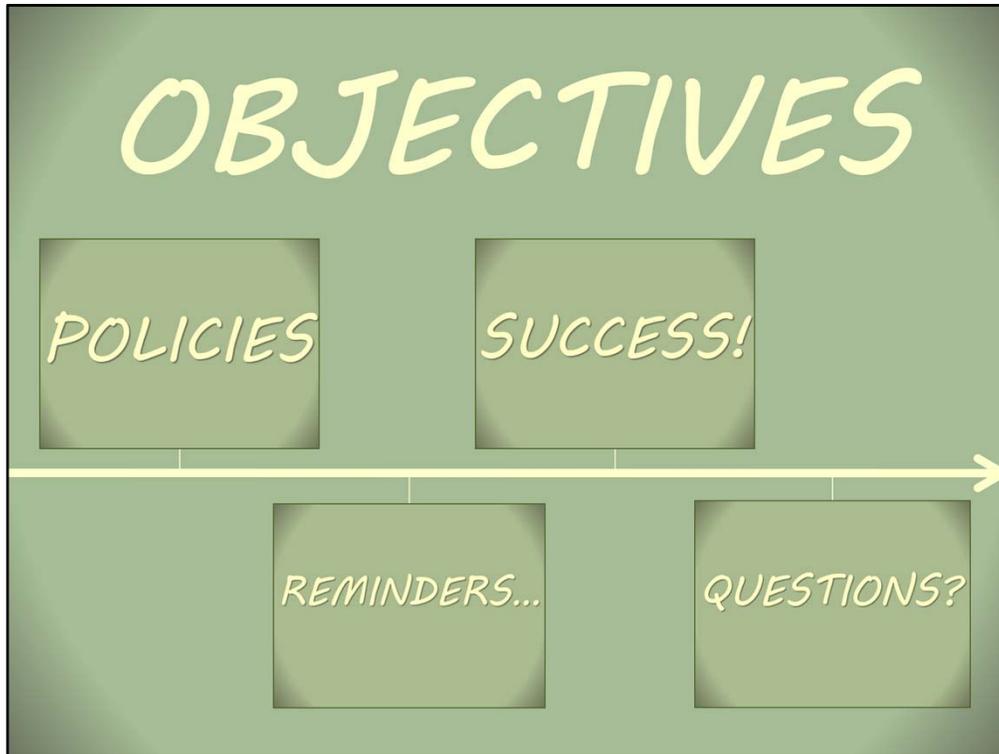




Good Afternoon! And welcome to the August National School Lunch Program Webinar. My name is Heather Blume and I am a coordinator with the Idaho Child Nutrition Program. In addition to working with the National School Lunch and Breakfast Programs I work on a grant to support wellness in schools through the Centers for Disease Control.



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.

Professional Standards

Key Areas

Administration—3000

Free and Reduced Price Meal Benefits—3100

<http://professionalstandards.nal.usda.gov/>

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 37-2016:

Meaningful Access for Persons with Limited English Proficiency (LEP) in the School Meal Programs: Guidance and Q&As

SP 38-2016:

Questions & Answers (Q&As) on the Final Rule "Professional Standards for State and Local School Nutrition Programs Personnel as Required by the Healthy, Hunger-Free Kids Act of 2010"

SP 40-2016:

Updated Guidance: Contracting with FSMC

SP 41-2016:

The Use of Share Tables in Child Nutrition Programs

SP 42-2016:

Early Implementation of the Updated Child and Adult Care Food Program Meal Pattern Requirements and the National School Lunch and School Breakfast Programs' Infant and Preschool Meal Patterns

SP 43-2016:

Ensuring Access to Free and Reduced Price School Meals for Low-Income Students

SP 46-2016:

Unpaid Meal Charges: Local Meal Charge Policies

There are several policy memos that we will discuss today. Those are seen here and topics range from providing reasonable access to individuals with limited English Proficiency to unpaid meal charge policies.

POLICY MEMOS

SP 47-2016:

Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments

SP 48-2016:

Using Federal Funds to Support FoodCorps Service Members

SP 49-2016:

Resources for Making Potable Water Available in Schools and Child Care Facilities

SP 50-2016:

2016 Edition of the Eligibility Manual for School Meals

SP 51-2016:

Ensuring Year-long Eligibility in the School Lunch and School Breakfast Programs

SP 52-2016:

Early Implementation of Eligibility Carryover Period for Students Transitioning from Provision Schools: State Agency Extension Option

SP 53-2016:

Crediting Tofu and Soy Yogurt Products in the School Meal Programs and the Child and Adult Care Food Program

Additional policy memos we will discuss today include a memo on resources for potable water access, eligibility considerations for transfer students from Provision schools, and crediting tofu and soy yogurt products.



SP 37-2016 Meaningful Access for Persons with Limited English Proficiency (LEP) in the School Meal Programs: Guidance and Q&As

This memo was released to remind districts and schools that they are required to take reasonable steps to ensure meaningful access to school meals for eligible students from households comprised of individuals with limited English Proficiency. This memo issues guidance in a Q&A format and covers the general information about language access for those with limited English proficiency, as well as how to identify and assess the need for language assistance, the translation of materials, and oral interpretation services using qualified, competent interpreters.

SP 38-2016

National School Lunch Program (NSLP) Print

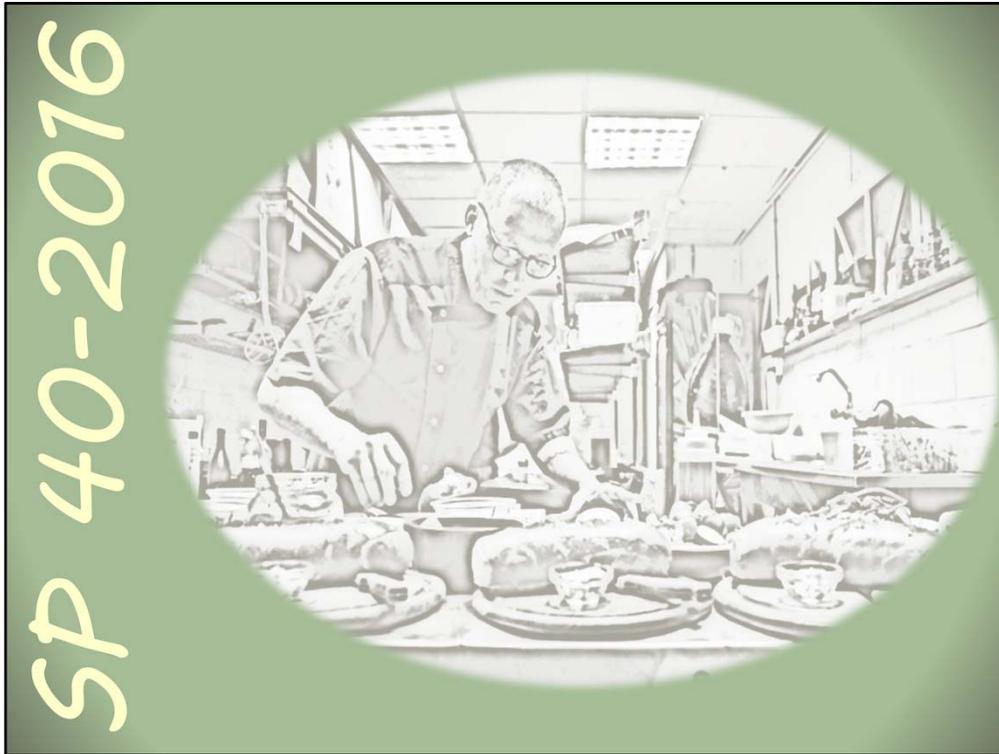
Professional Standards



<http://www.fns.usda.gov/school-meals/professional-standards>

SP 38-2016 Questions & Answers (Q&As) on the Final Rule “Professional Standards for State and Local School Nutrition Programs Personnel as Required by the Healthy, Hunger-Free Kids Act of 2010”

This memorandum updates and replaces SP 39-2015, Professional Standards for State and Local School Nutrition Programs Personnel as Required by the Healthy, Hunger-Free Kids Act of 2010, June 26, 2015. This updated version includes several new questions that reflect operators’ experience in the first year of implementation.



SP 40-2016:

Updated Guidance: Contracting with Food service Management Companies

The updated guidance for school food authorities includes responsibilities and considerations when using an FSMC and addresses program oversight and monitoring. Additionally, this guidance discusses factors to consider when choosing procurement methods, how to develop solicitation documents, and characteristics of comprehensive agreements to include meal service and financial provisions.



SP 42-2016: The use of Share Tables in Child Nutrition Programs

This policy memo serves as a reminder of the opportunities presented by share tables, extends the use of share tables to the at-risk afterschool component of the CACFP, and gives an overview of the food safety requirements child nutrition program operators must follow when choosing to include share tables at their meal service. "Share Tables" are tables or stations where children may return whole food or beverage items they choose not to eat, if it is in compliance with local and State health and food safety codes. These food and beverage items are then available to other children who may want additional servings. Share tables allow food or beverage items to be reused in a number of ways, depending on the program's preference. These include children taking additional helpings of a food or beverage item from the share table at no cost, re-serving food or beverage items at another meal service, or donating the share table items to a non-profit organization.

If you use share tables or plan to start one, please be aware of all applicable local, state, and federal food safety codes to ensure the use of the share table does not violate any of these codes. It is important to keep in mind that local and state food safety codes may be more restrictive than the federal requirements, or may place specific limitations on which food or beverage items may be reused. To ensure compliance with food safety requirements, CNP operators should discuss plans for a share table with their local health department prior to implementation.

SP 42-2016



SP 42-2016:

Early Implementation of the Updated Child and Adult Care Food Program Meal Pattern Requirements and the National School Lunch and School Breakfast Programs' Infant and Preschool Menu Patterns

The official compliance date of the updated CACFP meal pattern requirements and the updated infant and preschool meal pattern requirements in NSLP and SBP is October 1, 2017. However, sponsors have the option of adopting this meal pattern early per SP 42-2016. CNP operators may begin implementing the updated CACFP meal pattern requirements and the updated NSLP and SBP infant and preschool meal pattern requirements that are consistent with the current meal pattern requirements, such as serving whole grain-rich foods, limiting juice and sugar, prohibiting flavored milk and grain-based desserts.

As there are certain restrictions regarding how to implement the meal prior to the October 1, 2017 deadline, the State agency is still deliberating the most realistic roll-out of these requirements. Please contact the State agency if you are interested in adopting the new infant and preschool meal pattern early.

SP 43-2016

Improve Application and DC Processes

- *Provide F/R applications multiple times a year*
- *Notify families that qualify for SNAP, TAFI, or FDPIR to provide a case number (if not on DC)*
- *Clarify that all school-aged children in income-eligible households can receive school meal benefits regardless of immigration status of the household members (info not used for immigration-purposes)*
- *Provide meals in appropriate languages/reading level*
- *Increase DC matching frequency*
- *Ensure accurate enrollment data uploaded in DC system*
- *Track sibling/household matches*

SP 43-2016:

Ensuring Access to Free and Reduced Price School Meals for Low-Income Students

- Provide families with a school meal program application and information about the availability of school meals in routine contacts throughout the year, not only at the beginning of the school year as required;
- Post the application for free and reduced price meals on school websites and allow parents to submit a completed copy electronically;
- Accept the FNS prototype application when submitted by households, even if it is not identical to the application provided by the LEA;
- Pre-populate applications with data other than income data from the prior year or from another school source;
- Make clear to households and schools that only a single application is needed for all students in the household attending schools in the LEA;
- Clarify to households and schools that, when an application is submitted for a child in foster care, a foster parent's indication on a signed application that the child is in foster care is a sufficient basis for certification for free meals without further documentation;
- Inform households that receive benefits through the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), or Food Distribution Program on Indian Reservations (FDPIR) and are not directly certified, that they only need to provide a case number on their application and do not need to provide the names of the adults in the household or income information;
- Inform households that they need only provide the last four digits of an adult member's social security number and may make an indication of "none" if they do not have one; and
- Inform households of the requirement that all school-aged children in income-eligible households can receive school meal benefits regardless of the immigration status of household members, and that information provided by the household will not be used for immigration-related purposes.
- Provide Materials in a Language and at a Level That Parents Can Understand
- Increase direct certification matching frequency beyond the currently required three times per school year to at least once per month to reach students who become eligible during the school year in a timelier manner;
- Ensure LEA school enrollment data is current and the status of new students, including students transferring from another LEA, is checked at enrollment to maximize direct certification data matching opportunities; and
- Ensure that if one eligible child in a household is directly certified through SNAP, TANF, or FDPIR, all children in the household are directly certified.

SP 43-2016

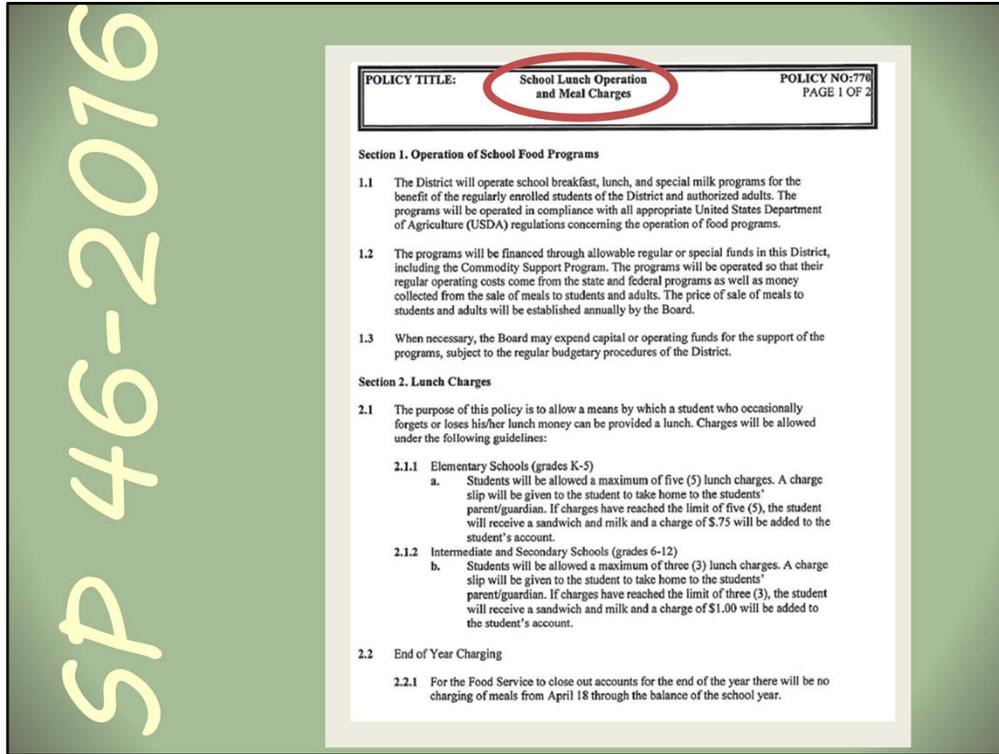
Improve Verification Process

- *Using the verification sample selected, attempt to directly certify these students*
 - *If students come back as DC, then the verification process for that student is complete*
- *Provide clear instructions on verification notice*
 - *USDA translations of prototype verification materials are available on the FNS website <http://www.fns.usda.gov/school-meals/family-friendly-application-translations>*
- *Accept documentation via mail, hand-delivery, electronic submission*
- *Document follow-up: telephone call, text, email, mail, in-person*

SP 43-2016:

Ensuring Access to Free and Reduced Price School Meals for Low-Income Students

- Provide Clear Instructions on the Verification Notice
- LEAs are encouraged to provide households with as many options for submitting documentation as possible, including mail, hand-delivery to the school, or electronic submission. The written notices must contain the following
- Follow-up on households that do not respond via telephone calls, texts, emails, letters, or in person conversations. Make sure to document these follow-up attempts.



**SP 46-2016: Unpaid Meal Charges: Local Meal Charge Policies
Establishing a Meal Charge Policy**

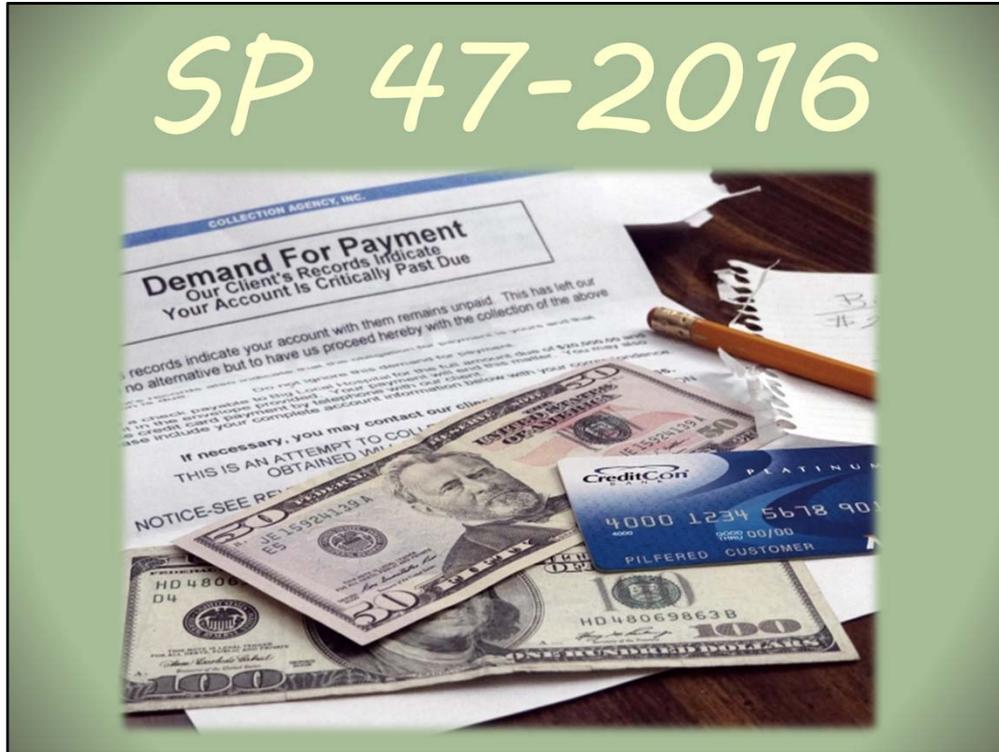
It is important that meal charge and alternate meal policies are clearly communicated to school administrators, school food service professionals, families, and students. Developing and communicating meal charge policies prevents confusion for students and families and promotes effective financial management of the school meal programs. Therefore, no later than July 1, 2017, all SFAs operating NSLP and/or SBP must have a written and clearly communicated meal charge policy in order to ensure a consistent and transparent approach to this issue. Policies developed at the SFA level must be provided to the State agency during the Administrative Review. SFAs must develop and implement an SFA-level policy for each school operating the NSLP and SBP. While the policy is developed at the State or SFA-level, the policy may vary for elementary, middle, and high schools.

In developing a meal charge policy, FNS encourages adoption of policies that allow children to receive the nutrition they need to stay focused during the school day, minimize identification of children with insufficient funds to pay for school meals, and maintain the financial integrity of the nonprofit school food service account (NSFSA). However, the specific policy is at the discretion of the State agency or SFA, as applicable. Policies may allow students to charge all types of available reimbursable meals, offer alternate meals, impose a limit on charges, or allow neither meal charges nor offer alternate meals. Additionally, policies may be consistent for all students or vary based on student grade levels. SFAs also must include policies regarding the collection of delinquent meal charge debt in the written meal charge policy.

SFAs must ensure that the policy is provided in writing to all households at the start of each school year and to households that transfer to the school during the school year. Additionally, SFAs are encouraged to include the policy in student handbooks and/or in online portals households use to access student accounts. SFAs are encouraged to use multiple methods to disseminate the policy. The written policy also could be provided again to the household through mail or email the first time the policy is applied to a specific student.

SFAs also must provide the meal charge policy to all school or SFA-level staff responsible for policy enforcement

SP 47-2016



SP 47-2016:

Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments

This policy memo addresses updated guidance on how to classify unpaid meal charges as either delinquent debt or bad debt and how to address the collections of each. The debt is classified as delinquent as long as it is considered collectable and efforts are being made to collect it. When local officials determine that further collection efforts for delinquent debt are useless or too costly, the debt must be reclassified as “bad debt.” While delinquent debts may be classified as an asset, bad debt must be written off as an operating loss. While bad debt must be written off as an operating loss, this particular operating loss may not be absorbed by the nonprofit school food service account, but must be restored using non-Federal funds. These funds may come from the school district’s general fund, special funding from State or local governments, school or community organizations, or any other non-Federal sources. Once delinquent meal charges are converted to bad debt, records relating to those charges must be maintained.

In Idaho, debt can be carried over after the June 30th deadline IF the district thinks they can collect it. If it is uncollectable – then it becomes bad debt and General Funds must then pay for it.



SP 48-2016:
Using Federal Funds to Support FoodCorps Service Members

When FoodCorps service members are placed with a host organization, such as a school district or a state agency, the host organization is asked to pay a program service fee directly to FoodCorps to support the service member. There has been some concern about using federal funds like non-profit food service account or state administrative expense funds to pay this fee. However, upon further clarification, it has been determined that using nonprofit food service account funds may be used to pay for the FoodCorps service fee.

SP 49-2016



SP 49-2016: Resources for Making Potable Water Available in Schools and Child Care Facilities

The Food and Nutrition Service (FNS) is issuing this memorandum to remind Child Nutrition Program operators of the potable water requirement and to identify resources that can be used by schools and child care facilities in meeting this requirement. Schools participating in the NSLP must make potable water available to children at no charge where meals are served during the meal service. Most Program operators, including schools, centers, and family day care homes, obtain drinking water through a public water system. Public water systems are required to ensure that the water provided meets Federal and State drinking water standards. However, plumbing systems within facilities also can affect the quality of the drinking water. In some instances, the plumbing systems within facilities may expose the water to contamination, including lead contamination.

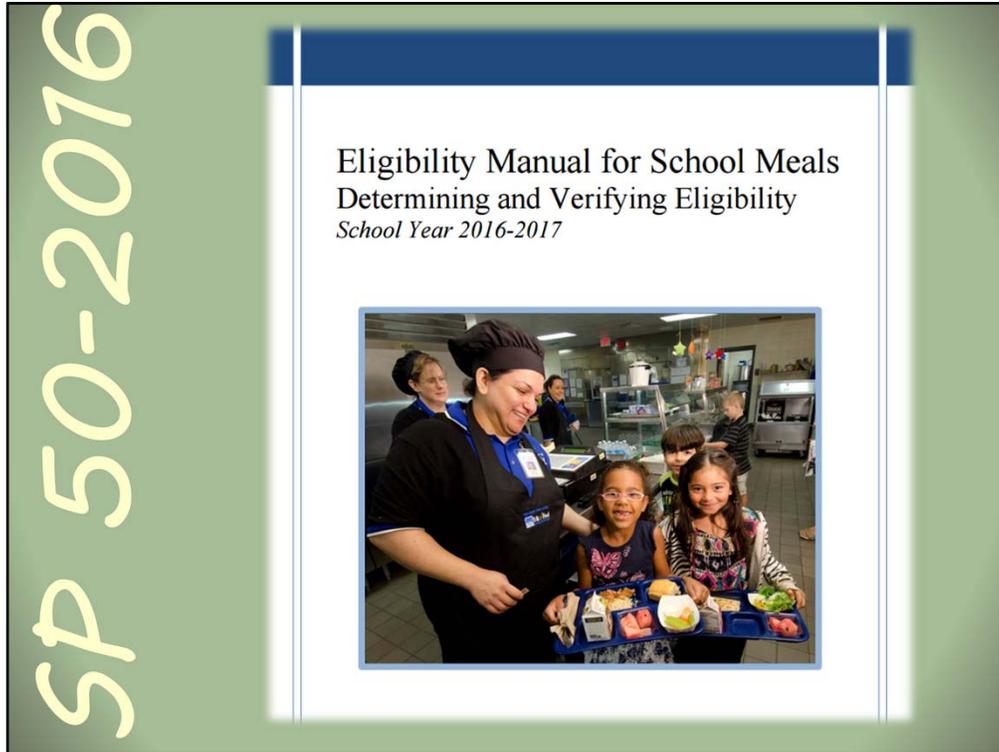
The U.S. Environmental Protection Agency (EPA) regulates public water systems and provides resources related to safe drinking water. The EPA recommends that all schools and child care facilities routinely test drinking water for lead and perform regular maintenance to ensure that drinking water is safe (see <https://www.epa.gov/dwreginfo/lead-drinking-water-schools-and-child-care-facilities>).

Program operators who test tap water and water fountains that will be used by students and children in care should contact the lead (supervising) officer for the local health department or the public water provider for information about certified laboratories that can test for contaminants.

For the majority of operators, FNS expects the potable water requirement to result in the incursion of minimal or no costs. However, costs related to the purchase of potable water for consumption by Program participants, or water testing services, would be considered an allowable use of nonprofit food service account funds if the costs are determined to be reasonable, necessary, and allocable to the Federal meal programs. In general, nonprofit school food service account funds and nonprofit CACFP food service account funds may not be used for costs that add materially to the value of the school building, related facilities, and child care facilities, or appreciably prolong their intended life, such as remediation of facility plumbing.

However, equipment to filter water (e.g., a reverse osmosis filter system in a school or child care facility kitchen) could meet the reasonable and necessary tests for allowable expenses if the program participants are the primary, if not exclusive, beneficiaries. Whether it does so depends on the cost, the need for such equipment, and if the Program operator can demonstrate that:

- It has sufficient funds,
- The Program operator is lacking in capital improvement funding, and
- The expenditure is necessary to carry out the mission of the program.



SP 50-2016:
2016 Edition of the Eligibility Manual for School Meals

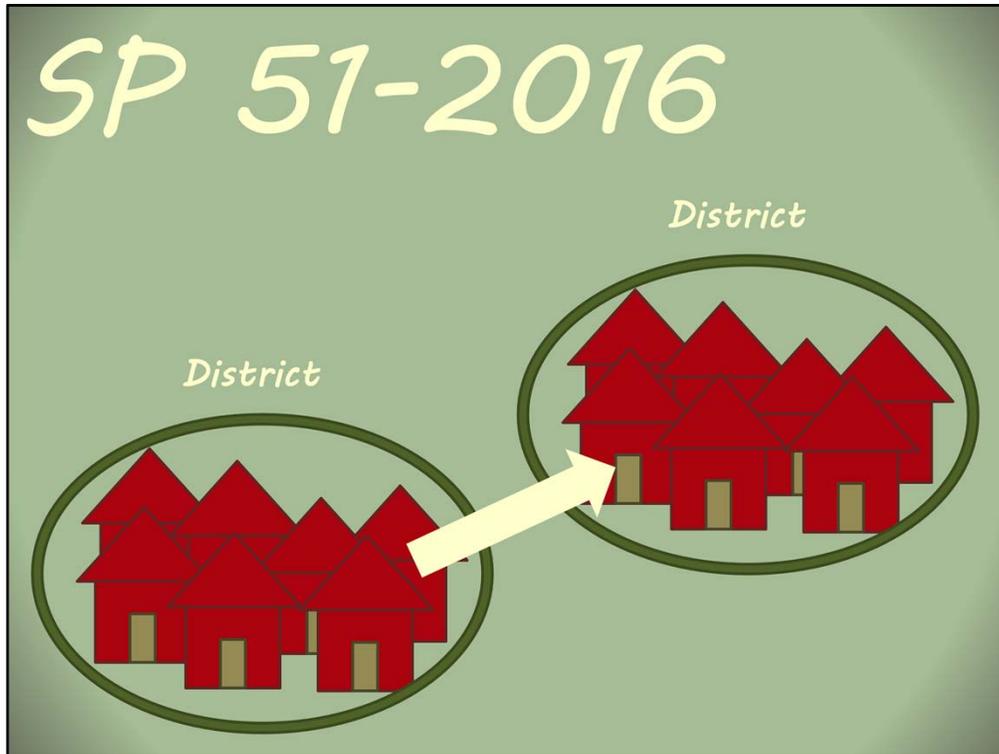
The manual provides comprehensive information on Federal requirements, policies, and procedures, and is intended to help State agencies and local education agencies accurately determine, certify, and verify children's eligibility for free and reduced price school meals and free milk.

The most significant changes are included in Section 3: Establishing Eligibility and Section 4: The School Meal Application. Section 3 incorporates regulatory changes codified in the final rule, National School Lunch Program and School Breakfast Program: Eliminating Applications through Community Eligibility as Required by the Healthy, Hunger-Free Kids Act of 2010, published in the Federal Register on July 29, 2016, 81 FR 50194. The revision includes changes to the requirements regarding carryover and transfer of eligibility for children transitioning from schools participating in a special Provision, including the Community Eligibility Provision (CEP).

Section 4 provides an overview of requirements for the Application for Free and Reduced Price School Meals effective for SY 2016-2017. It also highlights requirements that will be required in SY 2017-2018 and optional design modifications intended to simplify the application for households and improve application processing by local officials. This section also expands the overview of longstanding State agency and LEA responsibilities for ensuring meaningful access for individuals with limited English proficiency throughout the application process.

Other changes to the 2016 edition include:

- Clarification of how the notice of denial and notice of adverse action apply when a household's benefits expire after the carryover period ends;
- An updated USDA Nondiscrimination Statement, which was new as of November 2015; and
- A revised definition of "Determining Official" and new definitions for the terms "Food Distribution Program on Indian Reservations," "Food Service Management Company," and "Supplemental Nutrition Assistance Program."



SP 51-2016:

Ensuring Year-long Eligibility in the School Lunch and School Breakfast Programs

The purpose of this memorandum is to strongly encourage local educational agencies (LEAs) to accept eligibility determinations from a transferring student's former LEA to minimize disruptions in meal benefits for low-income students and avoid student debt resulting from unpaid meal charges.

Once a child is determined eligible for free or reduced price school meals, his or her eligibility must remain in effect through the remainder of the school year and for up to 30 operating days into the subsequent school year unless households report changes in their circumstances or there are changes resulting from verification or administrative review. When a student transfers to a new school within the same LEA, the new school must accept the eligibility determination from the student's former school. When a student transfers to a new LEA, the new LEA is permitted to accept the eligibility determination from the student's former LEA. While this is not required, it is a best practice that can ease the student's transition to the new school and ensure that there is no break in meal access. The new LEA should retain written documentation of the eligibility determination made by the former LEA; an email from the former LEA stating the eligibility status is sufficient. LEAs also are reminded that they do not need a parent or guardian's consent to disclose student information to administrators of other school meal programs to determine a student's eligibility for school meal programs and they can include this information in the transferring student's file.

Students who are eligible but not certified for free or reduced price meals may be unable to afford meals at the "paid" rate. This can result in unpaid meal charges and a loss of funds for the school food service account. By accepting the previous LEA's eligibility determination for a transferring student, a new LEA will ensure that the student does not accrue unpaid meal charges before a new determination is made. Accepting eligibility determinations from transferring students will ensure that schools receive reimbursements for eligible meals. Schools that fail to accept a transferring student's former eligibility determination could miss out on earned reimbursements.

SP 53-2016



Food Buying Guide Specifications for Tofu and Soy Yogurt					
1. Food As Purchased	2. Purchase Unit	3. Servings Per Purchase Unit	4. Serving Size per Meal contribution	5. Purchase Units for 100 Servings	6. Additional Information
Tofu, commercial <i>With minimum of 5 grams of protein per 2.2 ounces by weight (37 grams of protein per pound)</i>	Pound	7.28	¼ cup or 2.2 oz by weight (1 oz meat alternate)	13.7	¼ cup (4.4 ounces by weight) of tofu x 7.28 quarter cups divided by 16 ounces per pound = 2.00 ounces of equivalent meat alternate
Yogurt, soy, fresh <i>Plain or Flavored Sweetened or Unsweetened – Commercially-prepared</i>	32 oz container	8.00	1/2 cup or 4 oz yogurt (1 oz meat alternate)	12.5	
	32 oz container	5.33	3/4 cup or 6 oz yogurt (1-1/2 oz meat alternate)	18.8	
	32 oz container	4.00	1 cup or 8 oz yogurt (2 oz meat alternate)	25.0	
<i>No minimum protein level required</i>	4 oz cup	1.00	One 4 oz container yogurt (1 oz meat alternate)	100.0	
	6 oz cup	1.00	One 6 oz container yogurt (1-1/2 oz meat alternate)	100.0	
	8 oz	1.00	One 8 oz container yogurt (2 oz meat alternate)	100.0	

SP 53-2016:

Crediting Tofu and Soy Yogurt Products in the School Meal Programs and the Child and Adult Care Food Program

In the School Meal Programs and CACFP, 2.2 ounces (1/4 cup) of commercially prepared tofu, containing at least 5 grams of protein, is creditable as 1.0 ounce equivalent meat alternate. This is consistent with the Dietary Guidelines recommended serving size for tofu, and provides protein and nutrients of concern at levels similar to other CN-credited meat alternate foods.

Additionally, ½ cup (4.0 fluid ounces) of soy yogurt is creditable as 1.0 ounce equivalent meat alternate. This is consistent with the crediting of dairy yogurt while allowing schools, centers, and homes to provide a non-dairy alternative.

Since meals served through the School Meal Programs and CACFP are an opportunity for children to learn how to build a healthy plate, foods served should be easily recognized by children as part of a food group that contributes to a healthy meal. Tofu is widely recognized as a meat substitute, comes in a variety of textures (for example, silken, soft, firm, and extra firm) and may be served in a variety of ways, including in culturally appropriate and traditional dishes. Firm or extra firm tofu in stir-fries, omelets, and miso soup may credit towards the meat alternate component. However, soft or silken tofu that is incorporated into drinks, such as smoothies, or other dishes to add texture or improve nutrition, such as in baked desserts, does **not** credit toward the meat alternate component. Meat substitute products such as links and sausages made from tofu are also easily recognizable as meat substitutes and can be included in a meal.

WELLNESS POLICY FINAL RULE

- *Wellness Policy Designee must have authority and responsibility to ensure compliance*
- *Policy must require nutrition guidelines for all foods and beverages sold on school campus throughout the school day to be consistent with school meal guidelines and competitive food standards*
- *Policy must address standards for all foods and beverages available (non-sold) on school campus throughout the school day*
- *Policy for food and beverage marketing on school campus during the school day that meet the competitive food requirements*

21

The Wellness Policy Designee must have **authority** and **responsibility** to ensure compliance

The Policy must require **nutrition guidelines for all foods and beverages sold** on school campus throughout the school day to be consistent with school meal guidelines and **competitive food standards**

The Policy must address **standards for all foods and beverages available (non-sold)** on school campus throughout the school day

There should be a Policy in place for addressing food and beverage **marketing** on school campus during the school day that meet the competitive food requirements

WELLNESS POLICY FINAL RULE

*Timeline for Implementation:
August 29, 2016-June 30, 2017*

- *Does your district have a wellness committee?*
- *Designate an individual with authority to ensure compliance*
- *Tools:*
 - *Wellness Policy Guidelines- Elements of Implementation handout*
 - *Idaho Wellness Policy Progress Report*
 - *Idaho Sample Wellness Policy*

22

Several tools used to write, review, and implement wellness policies are currently being updated at the State. Please check the CNP Wellness website for these updated resources.

REMINDERS...

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



Annual Mandatory FFVP training

If you were awarded a Fresh Fruit and Vegetable Program grant, you must complete the annual mandatory FFVP training. This training is available in the new CNP Training Portal. However, since the portal is not yet available on our web site, you will need to access it through the provided link. To access the training, you will need to first set up a new user account, and then, once your account is approved, you will need to log back in using your new username and password and register for the Fresh Fruit and Vegetable training.

Please be aware that after you register for the training, you will need to wait 2 hours before you will be able to take the course you have registered for. Please be patient and plan accordingly. The Fresh Fruit and Vegetable course will take approximately 1.5 hours to complete.

In order for the FFVP grant funds to be released for claim reimbursement, a passing score of 80% or higher will be required. Please have the FFVP training completed no later than August 31, 2016.

If you have any problems, please contact Jennifer Butler.

NEW CNP DIGITAL LEARNING PORTAL!



In order to provide online trainings and update the current registration system for in-person trainings, the Idaho Child Nutrition Programs has partnered with the Idaho Digital Learning Academy to develop a brand new training system for Child Nutrition Program sponsors. This training system will replace the old Training Resource Center and become the new method of registering for classes both in-person and online.

The last training to register for in the old system is the NSLP Bootcamp in early October. All in-person trainings scheduled after that date will require registration in the new CNP Training Portal, as seen on this slide. The old Training Resource Center will also go offline and become inaccessible in November, so make sure to go in and print off and certificates of completion that you need prior to then.



As a heads up, this year the Idaho Hunger Relief Task force is hosting the 2016 Summit on Hunger and Food Insecurity in Idaho. The theme this year is Uprooting Hunger. Cultivating Communities. Sowing Change. The Keynote speakers this year will be Kevin Concannon, the USDA undersecretary for Food, Nutrition, and Consumer Services and Ellen Teller, the director of government affairs for the Food Research & Action Center. Please consider attending if you are interested in engaging with those in Idaho concerned about Child Nutrition, Local Food Systems, Senior Nutrition, or Building Resilient Communities.

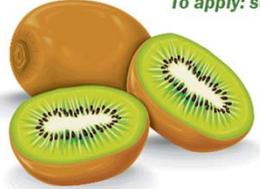
The Child Nutrition Track of this event is themed "Growing the Learning Connection" and will feature Dayle Hayes as the Presenter and Facilitator.



**Idaho Team Nutrition Smarter Lunchrooms Movement (SLM) Grant
Now Accepting Applications**

The 30 schools who are awarded SLM Sub-Grants will each receive \$350.
Each grant allows for \$200 to execute SLM low and no-cost strategies into their cafeterias and \$150 for staff training, planning and implementation.

To apply: sde.idaho.gov/topics/grant-opportunities/



Idaho State Department of Education
650 W. State Street
Boise, ID 83702

**Applications are due (by 5:00pm MST)
September 16, 2016.** Awards will be announced September 30, 2016.

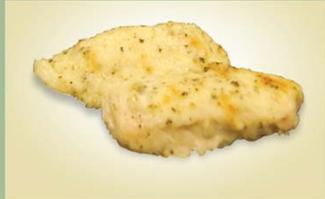
Note: Multiple schools in the same district may apply.

Thank you to all school districts who attended ISNA's pre-conference ***Cafeteria Reinvention: Small Changes that Make a Big Difference***. Now that school has started, it is time to put all of those low-cost to no-cost solutions that we learned from this session into place.

The final countdown to apply for the Smarter Lunchrooms Movement sub-grants is on! Have you applied? Applications are due September 16, 2016.

To learn more, please visit the Idaho Department of Education's Grant Webpage:
<http://www.sde.idaho.gov/topics/grant-opportunities/index.html>

**USDA POLLOCK WEDGES UNBREADED
CHEF RECIPES** [HTTP://WWW.SDE.IDAHO.GOV/CNP/HNE/CHEF.HTML](http://www.sde.idaho.gov/cnp/hne/chef.html)



MOZZARELLA CRUSTED POLLOCK



Malibu Pollock



Fish Street Tacos



Caprese Pollock

Plenty of USDA Pollock is available so please be aware of the recipes incorporating USDA polluck as you are planning your menus. Featured here are four of the Chef Designed recipes created by Chef Brenda for school meals.

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 & 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.



That is it for reminders, we will not move on to some success stories...



Gooding S.D. stepped up to increase service area and support neighboring communities!

In addition to adding a new mobile route at a low-income housing complex, the Gooding S.D. partnered with two libraries in neighboring towns to serve snacks and lunches. Thanks to their willingness to collaborate and go above and beyond, the children in Gooding and surrounding areas had access to healthy food all summer!

FRUITLAND SUMMER FOOD



Fruitland S.D. hosted their first kick-off event...and their numbers showed it!

Fruitland S.D. increased the number of meals they served this summer and one big reason could be the incredible kick-off event they hosted. With the generous help of local sponsors, the event included giveaways for books, waterpark tickets, and not one, *but TWO*, bikes!



Bonneville S.D. took their program to the park this summer!

The new park site in Ammon was conveniently located next to a splash park and baseball field to draw children for lunch. Typically, the school district stops service after summer school ends, but with the addition of the park site, they were able to extend the program through August.



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.

Please contact Child Nutrition Programs at 208-332-6820 if you have any questions regarding the information in this webinar.

Disclaimer: 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.

**THANK YOU
FOR ATTENDING!**

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.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form, \(AD-3027\)](http://www.ascr.usda.gov/complaint_filing_cust.html) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (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.

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.