

MAY 2019

NSLP WEBINAR

Child Nutrition Programs
Idaho State Department of Education

Heather Blume, MS, RD, LD, SNS
National School Lunch Program Coordinator



Good Afternoon! And welcome to the May 2019 National School Lunch Program Webinar. My name is Heather Blume and I am a coordinator with the Child Nutrition Programs. I work with the National School Lunch Team to conduct Administrative Reviews and trainings for NSLP and USDA Foods topics. With the new Zoom platform we are using for today's webinar, the control panel looks a little different. Please do not click on the video camera icon as it will open up the video chat feature and display whatever your computer video camera is picking up. If you click on this button, a video of you will be visible to all webinar participants until the video streaming is turned off.

PROFESSIONAL DEVELOPMENT

Key Areas:

Nutrition—1000

Operations—2000

Administration—3000

Communications—4000



Please remember to track the time spent viewing this webinar towards professional development hours to meet USDA Professional Standards requirements. We will discuss topics that fall under the key areas of Nutrition (1000), Operations (2000), Administration (3000), and Communications (4000).

LEARNING OBJECTIVES



We will start today's webinar discussing the policy memos that were released recently and then move on to program reminders. We will end the webinar with success stories and time for questions.



POLICIES

We only have a few policy memos which were released since the last webinar to discuss today.

NEW FOOD YIELDS

- Surimi seafood
- Tempeh
- Coconut
- Popcorn
- Hominy



**Food
Buying
Guide**



The most recent policy memo informed us that Food Buying Guide has been updated with yields for new foods. USDA will also conduct webinars on how to credit these items.

PROGRAM REMINDERS

We will now move on to program reminders...

A green square with a thin black border containing the text 'NSLP RENEWAL!' in white, handwritten-style capital letters.

NSLP RENEWAL!

Renewal is now open. Due to the shortened timeframe before the school year ends, we appreciate your prompt attention in completing the application. Be aware that the site application for each school in your district will look a little different, so please review your answers carefully for accuracy.

PLE TOOL EXAMPLE

The screenshot displays the PLE Tool interface, which is a web-based application running in a Microsoft Edge browser. The browser's address bar shows 'instructions/C2'. The main content area is titled 'Step 1' and contains a form for entering price requirements.

Step 1

Enter the SY 2018-19 Unrounded Price Requirement in the box below	SY 2019-20 Weighted Average Price Requirement
This is found in Section 1: Box A of the SY 2018-19 REPORT from the SY 2018-19 tool or below (Price 2)	Requirement price to the nearest cent
<input type="text"/>	\$ <input type="text"/>

Note: Above prices are based on adjusting SY 2018-19 price requirement by the 2% rate increase plus the Consumer Price Index (2.68%)

The right side of the screenshot shows the 'SY 2019-20 Price Adjustment Calculator' interface. It includes a 'Go to Instructions' link and a table for the 'SY 2019-20 Weighted Average Price Requirement'.

Requirement price to the nearest cent	Optional price requirement ROUNDED DOWN to nearest 5 cent
\$ <input type="text"/>	\$ <input type="text"/>

Note: Above prices are based on adjusting SY 2018-19 price requirement by the 2% rate increase plus the Consumer Price Index (2.68%)

Below this is the 'SY 2018-19 Weighted Average Price Calculator' table:

SY 2018-19 Weighted Average Price Calculator			
Enter the paid prices and number of paid lunches sold at each price for October 2018.			
Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2018-19 Weighted Average Price
1		\$ -	
2		\$ -	
3		\$ -	
4		\$ -	
5		\$ -	
6		\$ -	
7		\$ -	
8		\$ -	
9		\$ -	
10		\$ -	
TOTAL		\$ -	\$ -

Note: SY 2018-19 Weighted Average Price equal to or above the target price of \$3.00 are compliant for SY 2019-20. \$3.00 is the difference between the Free and Paid reimbursement rates for SY 2018-19.

As a part of renewal, we will spend a portion of today's webinar going over how to complete the Paid Lunch Equity, or PLE, Tool.

Setting the Price for Adult Meals

Adult meals cannot be subsidized by federal funds. Teachers and other staff members must be charged a higher price than students even if the meal is exactly the same. To base adult meal prices on the free reimbursement rate, you can use the following formula:

DIRECTIONS	Lunch	Breakfast
Value of USDA Foods ⁽¹⁾	\$0.3425	\$0.00
Value of Free Student ⁽²⁾	\$3.39	\$2.14
Reimbursement (SY2018-19) including meal compliance reimbursement amount		
Subtotal	\$3.7325	\$2.14
Sales Tax (6%) ⁽³⁾	\$0.2239	\$0.1284
Total Adult Meal Price	\$3.9564	\$2.2684
Adult Meal Price (minimum)	\$3.95 lunch	\$2.25 breakfast

Adult meal prices must be set at a price sufficient to cover the overall cost of the meal, including the value of any USDA Foods used in the production of the adult meals. Price should be set to cover the cost of:

- Food
- Labor
- Sales Tax
- Value of USDA Foods
- Utilities
- Indirect Costs

Adult meals may not be claimed for reimbursement.

If part or all of adult meals are included as part of staff benefits, revenue from a nonfederal source must be used to cover the cost of the meal (teachers / program staff).

If meals for adult staff who are directly involved in the operation and administration of the school nutrition program are provided, the cost may be supported by the non-profit school food service operation (food service staff).

CREATED 04/25/2019 Setting the Price for Adult Meals / Child Nutrition Programs / SDE / 1

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NPFRT TOOL EXAMPLE

Menu Costing Worksheet																																																																																								
Sponsor Name:		Example School District			Average Cost of Milk Calculator:																																																																																			
Week Selected for Review:		Oct 10 - 14, 2016			Types of Milk Served:		Cost per unit:																																																																																	
					1% white		\$0.20																																																																																	
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					2% white		\$0.19																																																																																	
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Specify Menu Type & Age-Grade Group: Middle School grades 6-8																																																																																								
<table border="1"> <thead> <tr> <th rowspan="2">Item & Portion Size</th> <th rowspan="2">Cost per Purchase Unit</th> <th rowspan="2">Number of Servings Per Purchase Unit</th> <th rowspan="2">Cost per Portion</th> <th colspan="3">Monday</th> <th colspan="3">Tuesday</th> <th colspan="3">Wednesday</th> </tr> <tr> <th>Item & Portion Size</th> <th>Cost per Purchase Unit</th> <th>Number of Servings Per Purchase Unit</th> <th>Cost per Portion</th> <th>Item & Portion Size</th> <th>Cost per Purchase Unit</th> <th>Number of Servings Per Purchase Unit</th> <th>Cost per Portion</th> <th>Item & Portion Size</th> <th>Cost per Purchase Unit</th> <th>Number of Servings Per Purchase Unit</th> </tr> </thead> <tbody> <tr> <td>BBQ Pork Sandwich 1 ea</td> <td>\$0.58</td> <td>1</td> <td>\$0.58</td> <td>PII pizza</td> <td>\$6.15</td> <td>8</td> <td>\$0.77</td> <td>Fish sandwich 1 ea</td> <td>\$0.56</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>corn dog 1 ea</td> <td>\$26.14</td> <td>72</td> <td>\$0.36</td> <td>Hamburger 1 ea</td> <td>\$0.33</td> <td>1</td> <td>\$0.33</td> <td>corn dog 1 ea</td> <td>\$26.14</td> <td>72</td> <td></td> <td></td> </tr> <tr> <td>peanut butter sand</td> <td>\$32.93</td> <td>72</td> <td>\$0.46</td> <td>peanut butter sand</td> <td>\$32.93</td> <td>72</td> <td>\$0.46</td> <td>peanut butter sand</td> <td>\$32.93</td> <td>72</td> <td></td> <td></td> </tr> <tr> <td>yogurt</td> <td>\$13.50</td> <td>48</td> <td>\$0.28</td> <td>yogurt</td> <td>\$13.50</td> <td>48</td> <td>\$0.28</td> <td>yogurt</td> <td>\$13.50</td> <td>48</td> <td></td> <td></td> </tr> </tbody> </table>													Item & Portion Size	Cost per Purchase Unit	Number of Servings Per Purchase Unit	Cost per Portion	Monday			Tuesday			Wednesday			Item & Portion Size	Cost per Purchase Unit	Number of Servings Per Purchase Unit	Cost per Portion	Item & Portion Size	Cost per Purchase Unit	Number of Servings Per Purchase Unit	Cost per Portion	Item & Portion Size	Cost per Purchase Unit	Number of Servings Per Purchase Unit	BBQ Pork Sandwich 1 ea	\$0.58	1	\$0.58	PII pizza	\$6.15	8	\$0.77	Fish sandwich 1 ea	\$0.56	1			corn dog 1 ea	\$26.14	72	\$0.36	Hamburger 1 ea	\$0.33	1	\$0.33	corn dog 1 ea	\$26.14	72			peanut butter sand	\$32.93	72	\$0.46	peanut butter sand	\$32.93	72	\$0.46	peanut butter sand	\$32.93	72			yogurt	\$13.50	48	\$0.28	yogurt	\$13.50	48	\$0.28	yogurt	\$13.50	48		
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I will now provide a demonstration of the Nonprogram Food Revenue Tool.



EQUIPMENT GRANT APPLICATION!

Idaho SDE received 2019 Equipment Grant funding! The SDE will have \$126,712.04 to allocate to sponsors for capital equipment purchases. Anticipated grant application release will be in late summer / early fall, near the beginning of SY 2019-20, so begin assessing your capital equipment needs!



FFVP GRANT

The closing date for School Year 2019-2020 Fresh Fruit and Vegetable Program grant applications was May 10. USDA has not yet released funding for the next year's grant, but the State agency has reviewed the applications and will be able to make award determinations as soon as funding amounts become available.

Attestation of Annual Training Completion
Idaho Child Nutrition Programs

FROM: School Food Service Director (print name) _____ Date _____

Instruction: The following statement must be signed on page 2 by the Food Service Director (FSD) or designee of the school food authority operating the National School Lunch and/or School Breakfast Programs, and returned to the State agency.

I, as the duly authorized representative of _____ (SFA Name), do hereby attest that the aforementioned SFA and all schools under its jurisdiction operating the National School Lunch Program authorized under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et. seq.), and/or the School Breakfast Program authorized under the Child Nutrition Act of 1966 (42 U.S.C. 1773) have:

Successfully completed each of the NSLP Mandatory Trainings listed below and are in compliance with the training requirements for the FY20 National School Lunch Program.

Date of Completion	Online Training Course	Completed By FSD or Designee (print name/title)
	2019 Civil Rights Training (Food Service Director, Designated Officials, All staff supporting food service operations)	
	2019 Eligibility Determination (Food Service Director, Determining Official, Confirming Official)	
	2019 NSLP Benefit Issuance (Food Service Director, Determining Official, Confirming Official)	
	2019 Enhanced Verification Training (Food Service Director, Determining Official, Confirming Official)	
	2019 Resource Management (Food Service Director, Business Manager/Point Staff)	
	2019 Manual Meal Counting or 2019 Electronic Meal Counting (Food Service Director, Kitchen Staff, POS Staff)	

Created 5/2/19 2019 NSLP Attestation of Completion with required on-line training 1

ANNUAL NSLP TRAINING- ONLINE

The model for annual training relies heavily on the CNP Training Portal this year. The Attestation of Annual Training Completion document will be emailed out this afternoon to indicate which trainings each must be completed before attending the face-to-face training for which you have registered. The earliest training available is in late July and the final training date is late August.

If you have taken any of the courses listed on the Attestation of Annual Training Completion form after January 1, 2019 then simply indicate the date of completion on the form. If you took any of these courses earlier than 2019, then please re-enroll and complete the online training before attending face to face training this year. Contact our office if you have difficulty registering for any of these courses. Food Service Directors may delegate trainings to staff for which the content is relevant and print their name on the form next to the course they took. Ultimately, however it is the School Food Service directors responsibility to ensure all courses are taken by an individual within the SFA and sign the attestation.

With the change in how the training content is delivered, Face-to Face training will look different this year as well.



Face-to-face training is scheduled to occur in:

Boise on July 30th and August 29th

Lewiston on August 6

CDA on August 7th

Idaho Falls on August 6

Pocatello on August 7

Twin Falls on August 8th

Face-to-Face trainings will consist of a series of workshop modules and opportunity to hold discussions about the content covered in the online trainings. Be sure to bring the Attestation of Completion with you to FTF training to certify all training requirements have been met. This document will be collected by the State agency during the FTF training. You can register for both online and in-person trainings in the CNP Training Portal.



The USDA Foods Team would like to announce that Idaho is participating in a pilot program to provide selected Summer Food Service Program Sponsors (SFSP) with access to the USDA DoD Fresh Fruit and Vegetable Program. This means that SFSP dollars will be used in the FFAVORS system for the procurement of fresh produce, rather than through MyIdahoCNP. Funds are being entered into the system currently and sponsors will be able to procure produce from June 1, 2019 through September 30, 2019.

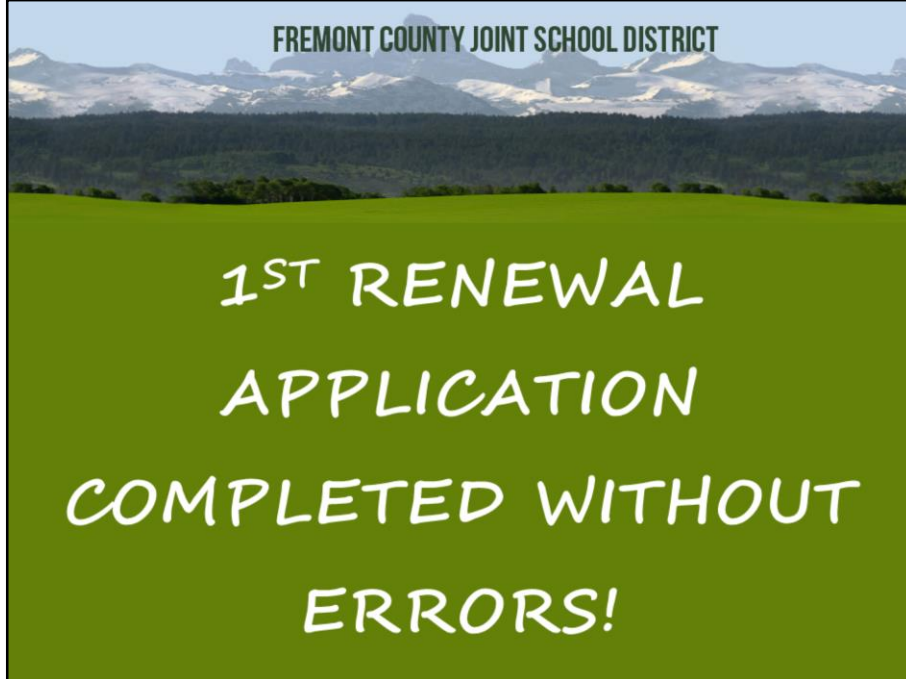


The USDA Foods webpage is currently being updated to include active links to the USDA Foods ordering system (WBSCM), the USDA Foods DoD Fresh Fruit and Vegetable ordering system (FFAVORS) and the Inventory Release Software System - currently being developed by Northwest Distribution (IRSS). Above is a sneak peak at what sponsors who utilize USDA Foods in their meal programs can expect in the coming months.



SUCCESS STORIES!

That is all we have for program reminders, so we will now end with updates and success stories.



The Fremont County School District was the first sponsor to successfully complete the renewal process! Congratulations Fremont!



Those are the success stories we have this month. Does anyone have any questions at this time? Go ahead and use the text box on your screen to type your questions and I will answer them as they are entered.

THANK YOU FOR ATTENDING!

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

Disclaimer: Accuracy of the information shared today is current as of the recording date. The USDA may issue more guidance or further clarification regarding items discussed in today's Webinar.



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.

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.

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Please note the civil rights statement shown here. This statement was issued December 2015, and ends with “This institution is an equal opportunity provider”. Your non-discrimination statement must match this statement.

This concludes today’s webinar, Thank you all and have a good day.