




STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch Program
School Breakfast Program
Special Milk Program

FROM: Cheryl Resha, Education Manager 
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: July 11, 2012

SUBJECT: Operational Memorandum #32-12
I. Interschool Agreement forms
a. Forms
b. Healthy Food Certification

I. Interschool Agreements for 2012-13

The Interschool Agreement forms for 2012-13 are attached and posted on the child nutrition program Web site: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=320680>. Sponsors who vend or satellite meals to another district must submit an annual Interschool Agreement. The deadline date for submitting these agreements is **August 30, 2012**, and must be signed by an authorized representative. The original agreement must then be sent to the State Agency **BEFORE** the Local Education Agency (LEA) starts serving and claiming meals. This action is required even if the LEA lists the site on their district's Online Agreement. The Interschool Agreement forms are State samples; however, if an LEA chooses to submit a different agreement form, the LEA is responsible for ensuring that all of the components outlined on the State sample forms are included in the Interschool Agreement. Failure to do so, could delay the processing of the agreement.

Additionally, school districts who certify that they will comply with Sec. 10-215f (Healthy Food Certification) of the Connecticut General Statute (C.G.S.) may claim the recipient site lunches for additional State reimbursement if they are the providing sponsor and all of the following conditions are met:

1. The Interschool Agreement is received by our office *no later than* **August 30, 2012**.
2. The recipient site is a public school, vocational-technical school, charter school, interdistrict magnet school or endowed academy.

Operational Memorandum #32-12

July 11, 2012

Page 2

3. The recipient site has a full understanding of Sec. 10-215f of the C.G.S.. For more information on this statute go to the following Web site:
<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=320754>.
4. Section III of the Full Service Interschool Agreement form is checked and signed by the recipient site's authorized representative.
5. The recipient site and the providing sponsor complete and submit a **signed** Full Service Interschool Agreement form or approved equivalent.

Failure to submit and receive approval for an Interschool Agreement could jeopardize funding for the meals served at that site. Questions pertaining to Interschool Agreements may be directed to Fionnuala Brown at 860-807-2129 or fionnuala.brown@ct.gov.

CR:feb

Attachments: (2)