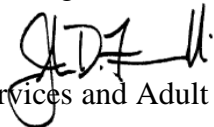




STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch Program

FROM: John D. Frassinelli, Division Director 
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: May 29, 2020

SUBJECT: Operational Memorandum No. 08-20
Paid Lunch Equity: Guidance for School Year 2020-21

The U.S. Department of Agriculture (USDA) issued memorandum [SP 07-2020](#), which outlines the procedures for using the Paid Lunch Equity (PLE) tool **only for school year (SY) 2020-21**. For SY 2020-21, a local educational agency (LEA) which, on a weighted average, charged less than the target weighted average price of **\$3.09** for paid lunches in SY 2019-20, are required to adjust their weighted average lunch price or add *non-Federal funds to the non-profit school food service account*. However, if an LEA has a positive or zero balance in its nonprofit school food service account as of December 31, 2019, USDA is allowing the LEA the discretion to complete the necessary steps to determine their target SY 2020-21 paid lunch price, and may be exempt from the PLE requirements.

To be exempted, *the LEA must submit an exemption request to the Connecticut State Department of Education (CSDE) no later than **June 30, 2020***. If an LEA has a positive balance in the nonprofit school food service account and does *not* request an exemption by this date, the LEA will be required to establish prices for paid lunches according to the PLE provisions. This includes completing the [SY 2020-21 PLE tool](#).

The exemption request must be signed by one of the two authorized signers and must include written assurances that the LEA had a positive or zero balance in the nonprofit school food service account as of **December 31, 2019**. Send exemption requests to the attention of Teri Dandeneau at teri.dandeneau@ct.gov. **Note:** The CSDE may request to review the LEA's documentation to support the exemption.

A LEA that has a negative balance in its nonprofit school food service account as of December 31, 2019, will be required to establish prices for paid lunches according to the PLE provisions. This includes completing the [SY 2020-21 PLE tool](#).

Note: If the documented weighted average student lunch price was \$3.09 or greater for SY 2019-20, the LEA is not required to complete the PLE tool or request an exemption for SY 2020-21.

For an overview of these requirements, refer to the chart on the next page: "Determining if a PLE Exemption is Required."

Determining if a PLE Exemption Required?				
Documented October 2019 Weighted Lunch Price from SY 2019-20	Positive or Zero Balance in Non-profit School Food Service Account as of December 31, 2019	Negative Balance in Non-profit School Food Service Account as of December 31, 2019	Is Completion of PLE Required?	Is PLE Exemption Request to the CSDE Required?
≥ \$3.09	Not Applicable	Not Applicable	No , but recommended	No
< \$3.09 and you do NOT want to increase the price of paid lunches for SY 2020-21	Yes	No	No , but recommended	Yes
< \$3.09 and you DO want to increase the price of paid lunches for SY 2020-21	Yes	No	Yes , paid lunch prices will be adjusted accordingly	No
< \$3.09	No	Yes	Yes , paid lunch prices will be adjusted accordingly	No

Questions may be directed to your Consultant for School Nutrition Programs.

Consultants for School Nutrition Programs	
County	Consultant
<ul style="list-style-type: none"> Fairfield County (Includes Region 9) Litchfield County (Includes Regions 1, 6, 7, 12, and 14) 	Fionnuala Brown fionnuala.brown@ct.gov 860-807-2129
<ul style="list-style-type: none"> Hartford County (Includes Region 10) Middlesex County (Includes Regions 4, 13, and 17) 	Teri Dandeneau teri.dandeneau@ct.gov 860-807-2079
<ul style="list-style-type: none"> New London County New Haven County Tolland County (Includes Regions 8 and 19) Windham County (Includes Region 11) 	Susan Alston susan.alston@ct.gov 860-807-2081

JDF:tdd

Important: This is a numbered Connecticut State Department of Education (CSDE) operational memorandum that contains important program information. Please read carefully and retain in a binder for future reference. All CSDE operational memoranda are posted on the CSDE's [Operational Memoranda for School Nutrition Programs](#) webpage.