



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**TO:** Sponsors of the National School Lunch and School Breakfast Programs

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

**DATE:** October 26, 2010

**SUBJECT: Operational Memorandum # 5-11**

1. Reminder Regarding Accurate Reporting of Claims for Reimbursements
2. Eligibility of Expanded Learning Time Programs for Afterschool Snack Service in the National School Lunch Program (NSLP)

**1. Reminder Regarding Accurate Reporting of Claims for Reimbursements**

Local Education Agencies (LEAs) are reminded about the importance of accurately reporting information on the online monthly Claim for Reimbursement forms. Data from these claims is used to reimburse LEAs for reimbursable meals, milk and snacks served to students. Information (including enrollment data) from the claim is also used for the purpose of determining severe need eligible schools and districts (for both breakfast and lunch), as well as area eligible schools/sites for the purpose of participating in the Summer Food Service Program, Seamless Summer Food Program, After School Snack Program and Fresh Fruit and Vegetable Program. Data from October's claim is of particular importance since this information is used to support other funding from the State. Please make sure that a double check system is in place to review the information to ensure accuracy when reporting.

**2. Eligibility of Expanded Learning Time Programs for Afterschool Snack Service in NSLP**

The United States Department of Agriculture (USDA) recently explored whether certain expanded day learning programs are eligible for afterschool snack service. The afterschool snack components of the NSLP were established in 1998 in the William F. Goodling Child Nutrition Act of 1998 (P.L. 105-336, 42 U.S.C. 1766 and 1766a). The components were established to support programs operating afterschool programs with educational and enrichment activities for children in the late afternoon or evening when they might otherwise be unsupervised and engage in risky behaviors. Program regulations define afterschool care programs as those "providing organized care to enrolled school-age children after school hours for the purpose of care, and supervision of children" (7 CFR 210.2 and 226.17a(b)). Recently, educational programs aimed at serving at-risk children have evolved to include schools operating expanded learning times longer than the traditional school day. "Expanded learning time" is a common term used in the education arena to describe schools or school districts that add significantly more school time for academic and enrichment opportunities to improve student achievement.

To date, USDA's consideration of "afterschool" in implementing the afterschool snack components of the NSLP has focused on the nature of the *program* offered by a participating school or other provider as distinct from a school program (e.g. relationship to the curriculum).

However, given the evolution of educational programs, USDA thinks it is reasonable at this time to consider whether such programs may operate longer than the traditional school day as defined by applicable State or local laws and policies. Therefore, a school operating longer than the traditional school day **may be eligible for afterschool snack reimbursement through NSLP**, provided that it operates a school day that is *at least one hour longer than the minimum number of school day hours required for the comparable grade levels by the LEA in which the school is located*. Thus, in determining an expanded learning program's eligibility for reimbursement, the State agency will use school day hour data from the particular school's LEA as the standard to determine the minimum number of school day hours required. In LEAs in which all schools operate an expanded learning time program, or in single-school LEAs, the State's average length of the school day may be used to determine the standard minimum number of school day hours. (Note that the average length of a school day in Connecticut is 6 hours and therefore, for LEAs in which all schools operate an expanded learning time program (school day) or in single-school LEAs, 7 hours will be used as the standard to determine if they qualify as an extended school day).

Please note that the clarification addressing expanded learning time schools does not change the requirements for determining eligibility for traditional afterschool care programs. State agencies will continue to make eligibility determinations for these programs based on whether such programs are afterschool care programs with an educational or enrichment purpose, in accordance with regulations and policy previously issued. Questions specific to the After School Snack Program may be directed to Jackie Schipke at 860-807-2123 or [Jackie.schipke@ct.gov](mailto:Jackie.schipke@ct.gov).

Finally, in Connecticut, schools operating expanded learning time programs may also be eligible for afterschool supper reimbursement through the Child and Adult Care Food Program (CACFP). For more information regarding afterschool suppers, please contact Andrew Paul at 860-807-2048 or [Andrew.paul@ct.gov](mailto:Andrew.paul@ct.gov).

Questions may be directed to:

<i>COUNTIES</i>	<i>CONSULTANT</i>	<i>E-MAIL</i>	<i>PHONE</i>
<b>Hartford and Windham</b>	Teri Dandeneau	<a href="mailto:teri.dandeneau@ct.gov">teri.dandeneau@ct.gov</a>	860-807-2079
<b>Litchfield and Middlesex</b>	Fionnuala Brown	<a href="mailto:fionnuala.brown@ct.gov">fionnuala.brown@ct.gov</a>	860-807-2129
<b>Fairfield and New London</b>	Jackie Schipke	<a href="mailto:jackie.schipke@ct.gov">jackie.schipke@ct.gov</a>	860-807-2123
<b>New Haven and Tolland</b>	Bob Zwack	<a href="mailto:robert.zwack@ct.gov">robert.zwack@ct.gov</a>	860-807-2081

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**Important:** This is a numbered Operational Memorandum that contains important program information. Please read carefully and retain in a binder for your future reference. Operational Memoranda are also posted on the Child Nutrition Web site: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=320676>