

The School Lunch Tray: June 15, 2022

Dear School Sponsors of Child Nutrition Programs:

The School Lunch Tray contains the Connecticut State Department of Education's (CSDE) weekly email notifications for the U.S. Department of Agriculture's (USDA) school nutrition programs. This week's topics are listed below.

Action Items

- CSDE Operational Memorandum No. 10-22: Annual Application Process for the Community Eligibility Provision (CEP) Notification Due June 15, 2022
- CSDE Operational Memorandum No. 11-22: New Connecticut Statutory Requirements for Unpaid Meal Charges in Public Schools
- USDA Foods Reminder to Receipt DoD Orders in FFAVORS

Need to Know

- Updated NSLP and SBP Meal Patterns for Grades K-12 for School Year 2022-23
- Updated Preschool Meal Patterns for School Year 2022-23: NSLP, SBP, and Afterschool Snack Program (ASP)
- New CSDE Webpage: Financial Management for School Nutrition Programs
- New CSDE Guide: Requirements for Financial Management of the School Nutrition Programs
- New CSDE Form and Instructions: Plan to Reduce Excess Operating Costs
- Resource Roundup: Community Eligibility Provision (CEP) Annual Notification of Local Educational Agencies

Good to Know

- CSDE McKinney-Vento General Survey

Please review and share with appropriate staff members. For previous versions of the School Lunch Tray, visit the CSDE's [School Lunch Tray and Table Talk](#) webpage.



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Action Items

CSDE Operational Memorandum No. 10-22: Annual Application Process for the Community Eligibility Provision (CEP) Notification Due June 15, 2022

[CSDE Operational Memorandum No. 10-22](#) outlines the annual application process for the CEP. LEAs must formally apply for the CEP for school year 2022-23 if they meet at least one of the following criteria:

- LEAs/schools electing CEP participation for the first time;
- LEAs/schools in the mid-cycle of CEP participation that are requesting changes to their currently approved ISP;
- LEAs/schools that are currently in the fourth year of CEP participation with an ISP greater than or equal to 40 percent, and would like to start a new four-year cycle; and
- LEAs/schools currently in the fourth year of CEP participation with a new, calculated ISP greater than or equal to 30 percent, but less than 40 percent (eligible for one “grace” year based on the ISP as of the LEA’s selected date between July 1, 2021, and June 8, 2022, in year 4 of the current four-year cycle).

Note: LEAs and schools **must notify the CSDE no later than June 15, 2022**, if they intend to:

- formally apply for the CEP for the next school year;
- continue with their current ISP (for mid-cycle CEP participating LEAs and schools);
- recalculate their ISP; or
- withdraw from the CEP and revert to the regular meal counting and claiming process.

To notify the CSDE about the LEA/school’s CEP decisions above, e-mail your [CSDE school nutrition consultant](#).

For information on how to access the CNP System to enter notification data, refer to the CSDE’s document, [Community Eligibility Provision \(CEP\) Data Collection Guidance for School-level Eligibility Information](#).

CSDE Operational Memorandum No. 11-22: New Connecticut Statutory Requirements for Unpaid Meal Charges in Public Schools

[CSDE Operational Memorandum No. 11-22](#) highlights the new state statutory requirements for public schools regarding unpaid meal charges. In addition to complying with the existing Federal requirements for unpaid meal charges, local educational agencies (LEAs) must update any policies and procedures related to the collection of unpaid meal charges to include the requirements of Connecticut General Statutes (C.G.S.) Section 10-215 (b) and (c). Please share this memorandum with district administrators to ensure compliance with the federal and state regulations.

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USDA Foods Reminder to Receipt DoD Orders in FFAVORS

As a reminder, please receipt all DoD orders in FFAVORS before you leave for summer vacation. The vendor cannot be paid unless this step is completed in FFAVORS. All orders must be receipted in FFAVORS within five business days.

Need to Know

Updated NSLP and SBP Meal Patterns for Grades K-12 for School Year 2022-23

The NSLP and SBP meal patterns for grades K-12 for school year (SY) 2022-23 are now available. These updated meal patterns reflect the three changes that are effective July 1, 2022, as required by the USDA's final rule, [Transitional Standards for Milk, Whole Grains and Sodium](#).

1. Low-fat flavored milk is allowed, in addition to unflavored low-fat milk and flavored or unflavored nonfat milk.
2. At least 80 percent of the weekly grains offered in lunch and breakfast menus must be whole grain-rich. All other grains must be enriched.
3. Sodium Target 1 is implemented for lunch and breakfast in school year 2022-23.

All NSLP and SBP meal patterns are available in the "[Documents/Forms](#)" section of the CSDE's [Meal Patterns for Grades K-12 in School Nutrition Programs](#) webpage. These meal patterns are dated June 2022.

Updated Preschool Meal Patterns for School Year 2022-23: NSLP, SBP, and Afterschool Snack Program (ASP)

The updated SY 2022-23 preschool meal patterns for the NSLP, SBP, and ASP are now available on the CSDE's [Meal Patterns for Preschoolers in School Nutrition Programs](#) webpage.

- [ASP Meal Pattern for Preschoolers](#)
- [Breakfast Pattern for Preschoolers](#)
- [Lunch Meal Pattern for Preschoolers](#)

These meal patterns are dated June 2022.

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New CSDE Webpage: Financial Management for School Nutrition Programs

This CSDE recently published a new webpage, [Financial Management for School Nutrition Programs](#). This webpage includes applicable guidance, resources, and forms related to the financial management requirements for the USDA's school nutrition programs. In addition to the direct link above, this webpage can be accessed under "F" on the CSDE's [Program Guidance for School Nutrition Programs](#) webpage.

New CSDE Guide: Requirements for Financial Management of the School Nutrition Programs

The CSDE's new guide, [Requirements for Financial Management of the School Nutrition Programs](#), contains information and resources to help school food authorities (SFAs) comply with the federal and state regulations for financial management of the USDA's school nutrition programs. This guide is the go-to resource to help SFAs understand the requirements for maintaining a nonprofit school food service account (NSFSA), determine allowable and unallowable expenses, and identify and allocate indirect costs.

This information in this guide applies to all public schools, private schools, and residential child care institutions (RCCIs) that participate in the NSLP, SBP, Seamless Summer Option (SSO) of the NSLP, ASP, and Special Milk Program (SMP).

New CSDE Form and Instructions: Plan to Reduce Excess Operating Costs

Sections [7 CFR 210.14\(b\)](#) and [7 CFR 210.19\(a\)\(1\)](#) of the NSLP regulations require that the fund balance (net cash resources) of the nonprofit school food service account (NSFSA) cannot exceed three months' average expenditures as of June 30 of each year. SFAs that exceed three months' average expenditures **must submit a plan to the CSDE** to indicate how the excess balance will be spent to maintain the SFA's nonprofit status. Expenditures must make improvements to the school nutrition programs such as improving food quality and replacing or purchasing necessary equipment.

SFAs must use the CSDE's new form to submit this plan. This form will be submitted in the Connecticut Online Application and Claiming System for Child Nutrition Programs (CNP System) with the submission of the annual Financial Report in fall 2022. The direct links to the form and instructions are below.

- Plan to Reduce Excess Operating Balance: https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/FinancialManagement/Plan_Reduce_Excess_Operating_Balance_SNP.pdf
- Instructions for the Plan to Reduce Excess Operating Balance: https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/FinancialManagement/Plan_Reduce_Excess_Operating_Balance_SNP_Instructions.pdf

These documents are available in the "[Net Cash Resources \(NCR\): Three-Month Operating Balance](#)" section of the CSDE's Financial Management for School Nutrition Programs webpage.

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Reminder: Annual Summer Meals Training on Summer Meals Program Waivers, June 16, 2022

The final session of the CSDE's annual Summer Meals training covers Summer Meals Program Waivers and will be held on **Thursday, June 16, 2022**, from 2:00 – 3:00 p.m. SSO sponsors are invited to attend. Use the Teams link below to attend the training.

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 860-840-2075,,811978172#](#) United States, Hartford

Phone Conference ID: 811 978 172#

For questions about Summer Meals Training, please contact caroline.cooke@ct.gov.

Resource Roundup: Community Eligibility Provision (CEP) Annual Notification of Local Educational Agencies

The SY 2022-23 lists of eligible and near-eligible LEAs and schools are now available on the [Eligibility](#) section of the CSDE's [CEP](#) webpage.

- [List of Eligible and Near-eligible Connecticut LEAs \(Districts\)](#)
- [List of Eligible and Near-eligible Connecticut Schools](#)

Refer to [CSDE Operational Memorandum No. 10-22](#) for instructions on the annual application process for the CEP.

Good to Know

CSDE McKinney-Vento General Survey

The CSDE is currently creating a communication campaign throughout Connecticut to provide outreach and awareness of the McKinney Vento Act's protections for students experiencing homelessness and understanding of the law. The CSDE is currently gathering information from schools and communities to inform this campaign. The hope is to get a cross section of responses from key partners in our schools and communities.

Please share the [CSDE McKinney-Vento General Survey](#) with your various contacts and listservs and request their participation. The survey is designed to be completed in less than 5 minutes. The deadline is Friday, June 17, 2022.



For more information, visit the Connecticut State Department of Education's (CSDE) [School Lunch Tray and Table Talk](#) webpage, or contact the [school nutrition programs staff](#) at the Connecticut State Department of Education, School Health, Nutrition and Family Services, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This document is available at https://portal.ct.gov/-/media/SDE/Nutrition/SLT/2022/SLT_06_15_2022.pdf.

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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; or
2. **fax:** (833) 256-1665 or (202) 690-7442; or
3. **email:** program.intake@usda.gov

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