

The School Lunch Tray: October 18, 2023

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

- Operational Memorandum No. 02-24: Fourth Allocation of Supply Chain Assistance Funds to Alleviate Supply Chain Disruptions in the School Meal Programs, Survey Response Required by October 27, 2023
- Operational Memorandum No. 03-2024: New Paid Lunch Equity (PLE) Allowances for School Year 2023-24 Only, PLE Exemption Request Due October 31, 2023

Need to Know

- CSDE Information Session on New PLE Allowances for School Year 2023-24 Only: Thursday, October 19, 2023
- No Table Talk on Thursday, October 19, 2023, Due to CSDE Procurement 101 Webinar Series
- Reminder: CSDE Procurement 101 Webinar Series: October 19 and 20, 2023
- Operational Memorandum No. 03-2024: New Paid Lunch Equity (PLE) Allowances for School Year 2023-24 Only
- Reminder: Local Food for Schools Incentive Program (LFSIP) Office Hours on October 24, 2023
- Reminder for NSLP Equipment Assistance Grant Applicants to Submit Purchase Orders
- USDA Webinar Recording and Slides Available: Child Nutrition Programs: Community Eligibility Provision – Increasing Options for Schools Final Rule
- Resource Roundup: PLE Section of CSDE's Financial Management for School Nutrition Programs Webpage

Good to Know

- Chop, Peel, Dice: Regional Farmer to School Food Service Networking and Training Events
- Encourage Healthy Habits for Kids and Teens with Professional Resources from the Dietary Guidelines for Americans

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

Operational Memorandum No. 02-24: Fourth Allocation of Supply Chain Assistance Funds to Alleviate Supply Chain Disruptions in the School Meal Programs, Survey Response Required by October 27, 2023

To enhance local school districts' efforts to strengthen the local food supply chains and help schools overcome financial and operational barriers while maintaining student's access to nutritious meals., the USDA's Food and Nutrition Service has provided an additional \$1.2 billion in relief funding to state agencies. [Operational Memorandum No. 02-24](#) outlines how the CSDE will distribute the fourth allocation of Supply Chain Assistance (SCA) funds to eligible school food authorities (SFA). These funds may only be used by SFAs to purchase unprocessed or minimally processed domestic food products for the National School Lunch and School Breakfast Programs. The List of Estimated Payments for the Fourth Allocation of Supply Chain Assistance Funds for each eligible SFAs is included as an attachment that follows the operational memorandum.

Complete the Opt-in Survey

SFAs electing to receive these funds **must notify the CSDE of their intent to accept these funds** by completing the [opt-in survey](#) by **October 27, 2023**. This survey **must be completed by the SFA's authorized signer 1 or 2**, as approved on the ED-099 Agreement for Child Nutrition Programs.

For additional guidance on the proper use of SCA funds, refer to *Questions and Answers: Allocation of Supply Chain Assistance (SCA) Funds to Alleviate Supply Chain Disruptions in the School Meal Programs*, at the end of [Operational Memorandum No. 08-22, Supply Chain Assistance Funds](#). For additional assistance, contact your [school nutrition team member](#).

Operational Memorandum No. 03-2024: New Paid Lunch Equity (PLE) Allowances for School Year 2023-24 Only, PLE Exemption Request Due October 31, 2023

The CSDE [Operational Memorandum No. 03-2024: New Paid Lunch Equity \(PLE\) Allowances for School Year 2023-24 Only](#) provides important information regarding new paid lunch equity allowances. SFAs that had a positive balance in the nonprofit school food service account (NSFSA) as of June 30, 2022, and request an exemption using the **new** PLE exemption request for school year (SY) 2023-24, are now allowed to use excess funds from the NSFSA to lower or eliminate the household share for one NSLP meal per day per student eligible for paid meals during SY 2023-24 only. For SFAs to participate in this new opportunity, a new PLE exemption request for this purpose must be submitted to the CSDE by **October 31, 2023**.

Note: CSDE will be conducting a webinar on this information on Thursday, October 19, 2023. Refer to "CSDE Information Session on New PLE Allowances for School Year 2023-24 Only: Thursday, October 19, 2023" below.

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Need to Know

CSDE Information Session on New PLE Allowances for School Year 2023-24 Only: Thursday, October 19, 2023

On Thursday October 19, 2023, from 8:30 a.m. to 9:30 a.m., the CSDE is holding an information session on the new PLE allowances that apply only for school year 2023-24. Registration is not required. Use the link below to join Microsoft Teams.

To submit questions in advance, visit <https://forms.office.com/g/GWS7DCbbgo>.

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 289 748 102 063

Passcode: E6CkR3

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 860-840-2075,,942174916#](#) United States, Hartford

Phone Conference ID: 942 174 916#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

No Table Talk on Thursday, October 19, 2023, Due to CSDE Procurement 101 Webinar Series

Table Talk will not be held tomorrow due to the **CSDE Procurement 101 Webinar Series**. For more information, refer to the reminder below.

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Reminder: CSDE Procurement 101 Webinar Series: October 19 and 20, 2023

This CSDE virtual training will provide a comprehensive overview of the procurement requirements for the National School Lunch Program and School Breakfast Program. New school food service directors are **required** to attend this training. Food service directors who would like a refresher of the procurement requirements may also attend. The training will be offered in two sessions on October 19 and 20, 2023 from 1:00-4:00 p.m. each day. Attendance at both sessions is required to complete the training.

Registration: Registration is required. Use the link or QR code below to register by Wednesday, October 18, 2023. <https://forms.office.com/g/FSVEoKinYR>



Questions: Contact Andy Paul andrew.paul@ct.gov or Monica Pacheco monica.pacheco@ct.gov.

Reminder: Local Food for Schools Incentive Program (LFSIP) Office Hours on October 24, 2023

The CSDE will continue to offer Virtual Office Hours every other Tuesday. The next session is October 24, 2023, from 2:00-3:00 p.m. There is no formal presentation. This is a chance to get updates on the LFSIP, ask questions, and request technical assistance. Registration is not required. Please use the link below to join Microsoft Teams.

Microsoft Teams meeting Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 267 894 309 102

Passcode: PoScS7

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

+1 860-840-2075,,306075016# United States, Hartford

Phone Conference ID: 306 075 016#

Reminder for NSLP Equipment Assistance Grant Applicants to Submit Purchase Orders

As a reminder, NSLP Equipment Assistance Grant Applicants must email their signed purchase orders for equipment to sean.fogarty@ct.gov before starting a request within the Connecticut eGrants Management System (eGMS). The CSDE will issue the official award notifications for reimbursements through the eGMS. To initiate this process, successful applicants must provide a signed purchase order for their equipment and email to sean.fogarty@ct.gov.

USDA Webinar Recording and Slides Available: Child Nutrition Programs: Community Eligibility Provision – Increasing Options for Schools Final Rule

The recording of the USDA’s webinar, “[Child Nutrition Programs: Community Eligibility Provision – Increasing Options for Schools Final Rule](#)” and presentation slides, are now available. The Food and Nutrition Service (FNS) [Estimator Tool](#) has been updated and is also available on the same website in the “Research & Data” section of the USDA’s [Community Eligibility Provision Resource Center](#) website.

Resource Roundup: PLE Section of CSDE’s Financial Management for School Nutrition Programs Webpage

As a reminder, PLE guidance is available in the “[Paid Lunch Equity](#)” section of the CSDE’s Financial Management for School Nutrition Programs webpage. Resources include the CSDE and USDA operational memoranda on PLE and the PLE calculation tool.

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Good to Know

Chop, Peel, Dice: Regional Farmer to School Food Service Networking and Training Events

The University of Connecticut's Cooperative Extension is offering free networking and training events to Connecticut farmers and school food directors and their staff. These regional trainings will be offered in Northwest and central Connecticut in fall 2023, with Northeast and Southern Connecticut being targeted in fall of 2024. Click on the QR link below to learn more and register for a session or visit <https://docs.google.com/forms/d/e/1FAIpQLSfqRbuZ6OX6NWH42ILNG2xlBcfc4Q8IdFCDKR-IFPxEH-z5cqQ/viewform>.

**Chop, Peel,
Dice: REGIONAL FARMER TO
SCHOOL FOOD SERVICE
NETWORKING & TRAINING EVENTS**

Save the Date

NOV. 1ST 2:30PM RIVER RIDGE FARM
NOV. 8TH 2:30PM, NW CT FOOD HUB

information & registration here

PUT LOCAL ON YOUR TRAY
UConn Extension

CT
DEPARTMENT OF AGRICULTURE

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Try some AMAZING CUCUMBERS

CHECK IT OUT! There's local in me!
Yummy Kale

Encourage Healthy Habits for Kids and Teens with Professional Resources from the Dietary Guidelines for Americans

Kids and teens have diverse calorie and nutrient needs based on age and growth patterns, development, and physical activity. The [Dietary Guidelines for Americans, 2020-2025](#) (*Dietary Guidelines*) highlights areas for dietary improvement and special considerations that are important for children and adolescents across these life stages.

Kids and teens are still forming their dietary habits and professionals can share resources ([English](#) | [Spanish](#)) from the *Dietary Guidelines* to help set them off on a healthy trajectory. To support youth in developing healthy dietary patterns, professionals can involve families and caregivers and help to make healthy eating the norm in the places where kids and teens eat. [DietaryGuidelines.gov](#) provides free professional resources, and [MyPlate.gov](#) offers free consumer digital tools and materials to support healthy eating during childhood and adolescence.



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, Bureau of Child Nutrition Programs, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

This document is available at https://portal.ct.gov/-/media/SDE/Nutrition/SLT/2023/SLT_10_18_2023.pdf.

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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

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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