

# The School Lunch Tray: December 10, 2024

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

- Reminder: Annual Verification Collection Report (FNS 742) Due December 16, 2024
- Federal Local Food for Schools Incentive Program (LFSIP) Reporting Requirements: Report of October 2024 Purchases Due December 18, 2024

## Need to Know

- Updated Guide to Meeting the Preschool Meal Patterns and Crediting Requirements for the School Nutrition Programs
- Updates to What's in a Meal Training Modules for School Year 2024-25: Modules 7 and 9
- New Team Nutrition Resource: The Road to Successful Menu Planning for School Meals
- USDA Recorded Webinar Available: Kosher and Halal Foods in Child Nutrition Programs
- USDA Memo SP 06-2025, National School Lunch Program Equipment Assistance Grants: Installation Expenditures
- USDA Food and Nutrition Service (FNS) Civil Rights Division Training: Accommodating Children with Disabilities in the National School Lunch Program (NSLP)
- Resource Roundup: Updated Professional Standards Tracker Log for School Nutrition Programs

## Good to Know

- Upcoming Farm to School Workshops: Farm to School in the Classroom, December 19, 2024
- Now Available: Scientific Report of the 2025 Dietary Guidelines Advisory Committee

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.



# The School Lunch Tray: December 10, 2024

## Action Items

### **Reminder: Annual Verification Collection Report (FNS 742) Due December 16, 2024**

All sponsors of the National School Lunch Program (NSLP) and School Breakfast Program (SBP) must complete the annual FNS 742 in the Connecticut Online Application and Claiming System for Child Nutrition Programs (CNP System) by **December 16, 2024**. Districts that are 100 percent Community Eligibility Provision, private schools, and residential child care institutions must also complete this report. For information and guidance, refer to the CSDE's resource, [Completing the Verification Collection Report \(FNS 742\)](#).

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### **Federal Local Food for Schools Incentive Program (LFSIP) Reporting Requirements: Report of October 2024 Purchases Due December 18, 2024**

Districts that would like to receive reimbursement from their LFSIP funds allocation for purchases of locally grown or produced foods for the month of November 2024 must submit the [Monthly Local Foods for Schools Incentive Program \(LFSIP\) Reporting Form - Phase 1](#). Purchases made in November 2024 must be reported on the form by Wednesday, December 18, 2024.

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## Need to Know

### **Updated Guide to Meeting the Preschool Meal Patterns and Crediting Requirements for the School Nutrition Programs**

There was a glitch with the PDF of the CSDE's [Guide to Meeting the Preschool Meal Patterns and Crediting Requirements for the School Nutrition Programs](#). It has been corrected and reposted.

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### Updates to What's in a Meal Training Modules for School Year 2024-25: Modules 7 and 9

The CSDE is in the process of updating [What's in a Meal: National School Lunch Program and School Breakfast Program Meal Patterns for Grades K-12](#) for school year 2024-25, to reflect the USDA final rule, [Child Nutrition Programs: Meal Patterns Consistent with the 2020–2025 Dietary Guidelines for Americans](#), new content and resources, updated links, and the CSDE's new logo.

The updates are occurring in stages. The two What's in a Meal modules below are available now on the CSDE's [Meal Pattern Training for School Nutrition Programs](#) webpage. The CSDE will notify school food authorities as additional modules are released.

- Module 7: Milk Component
- Module 9: Fruits Component

All updated modules indicate “Updated for School Year 2024-25” in the description.

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### New Team Nutrition Resources: The Road to Successful Menu Planning for School Meals

The USDA Team Nutrition's training series, [The Road to Successful Menu Planning for School Meals](#), helps schools plan and implement menus that support updates to the school nutrition standards, as required by the USDA final rule, [Child Nutrition Programs: Meal Patterns Consistent with the 2020–2025 Dietary Guidelines for Americans](#). This training series includes quarterly 1-hour live (and recorded) webinars co-hosted with the Institute of Child Nutrition, and short on-demand trainings. Both are designed to provide school nutrition professionals with quick tips, tools, and the knowledge needed to meet the nutrition standards for added sugars and sodium and to help create a road map for successful school menu planning now through school year 2027-28.

[Creating Your Road Map to School Menu Planning Success!](#) 1-hour webinar with the Institute of Child Nutrition

On-demand trainings (about 15 minutes each)

- [Defining Added Sugars and How to Find Them on a Nutrition Facts Label](#)
- [Choosing Yogurt That is Lower in Added Sugars for School Meals](#)
- [Choosing Breakfast Cereals That Are Lower in Added Sugars for School Meals](#)
- [Choosing Flavored Milk That Is Lower in Added Sugars for School Meals](#)
- [Identifying Top Sources of Added Sugars and Simple Swaps](#) NEW

These trainings can count toward USDA Professional Standards for School Nutrition Programs, Key Area 1000: Nutrition and Training Topic 1100: Menu Planning.

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### **USDA Recorded Webinar Available: Kosher and Halal Foods in Child Nutrition Programs**

A recording of the USDA's webinar from November 14, 2024, Kosher and Halal Foods in Child Nutrition Programs, and the presentation slides, is available on the USDA's [Kosher and Halal Foods in Child Nutrition Programs](#) website. Responses to questions submitted during the webinar are still being formulated and will be released soon.

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### **USDA Food and Nutrition Service (FNS) Civil Rights Division Training: Accommodating Children with Disabilities in the National School Lunch Program (NSLP)**

The FNS Civil Rights Division will provide a web-based training, Accommodating Children with Disabilities in the NSLP, on Tuesday January 14, 2025, from 2:30pm – 3:30 p.m. A live repeat of this training will be held on Tuesday, February 11, 2025, at 2:30 p.m. These webinars are intended for federal and state agency personnel and will help clarify general Civil Rights requirements regarding accommodating children with disabilities in NSLP. This webinar will last approximately 1 hour and may include a Q&A opportunity at the conclusion of the training.

Registration is required at least than 24 hours in advance to ensure an attendee link.

- [Registration for January 14, 2025](#)
- [Registration for February 11, 2025](#)

Please log on at least five minutes prior to the beginning of the session as access to the training will be restricted 10 minutes into the session.

Automated Closed Captioning will be available during this meeting. Participants who require a different accessibility tool to participate in this meeting may contact [FNS.HRD.ReasonableAccommodations@usda.gov](mailto:FNS.HRD.ReasonableAccommodations@usda.gov) for assistance no later than ten days prior to the training date.

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### **Resource Roundup: Professional Standards Tracker Log for School Nutrition Programs**

The CSDE recently updated the [Professional Standards Tracker Log for School Nutrition Programs](#) (dated December 2024) to include a new column for "Running total hours per employee." School food authorities (SFA) may add their own formulas as applicable to track the running total of each employee's training hours. This form is editable and may be adapted to suit local needs.

As a reminder, SFAs must maintain documentation of professional development activities for all staff whose responsibilities include duties related to the operation of the school nutrition programs, including school food service personnel and non-school food service personnel. The CSDE will review the SFA's training records during the Administrative Review of the school nutrition programs.

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## Good to Know

### **Upcoming Farm to School Workshops: Farm to School in the Classroom, December 19, 2024**

Put Local on Your Tray is hosting an in-person and online monthly training series starting in December 2024 and going through May 2025. The next training is on December 19, 2024.

- *Training:* Farm to School in the Classroom (virtual)
- *Date and time:* December 19, 2024, 4:30 - 5:30 p.m.
- *Registration:* <https://putlocalonyourtray.uconn.edu/technical-assistance/>

CT Grown for CT Kids Grant Awardees will have priority for attendance when space is limited.

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### **Now Available: Scientific Report of the 2025 Dietary Guidelines Advisory Committee**

The [Scientific Report of the 2025 Dietary Guidelines Advisory Committee](#) has been submitted to the Secretaries of the U.S. Department of Health and Human Services (HHS) and the U.S. Department of Agriculture (USDA), and is now available online. The Scientific Report contains the Committee's independent, evidence-based findings and advice to the Secretaries of HHS and USDA, which will help inform the two Departments as they work together to develop the Dietary Guidelines for Americans, 2025-2030.

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For more information, visit the Connecticut State Department of Education's [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/2024/slt\\_12\\_10\\_2024.pdf](https://portal.ct.gov/-/media/sde/nutrition/slt/2024/slt_12_10_2024.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](mailto:program.intake@usda.gov)

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