The School Lunch Tray: December 17, 2025

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

None

Need to Know

• Reminder: USDA Foods at Hartford Provision Company (HPC)

Good to Know

None



Please review and share with appropriate staff members. For previous versions of the School Lunch Tray, visit the CSDE's <u>School Lunch Tray and Table Talk</u> webpage.

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Need to Know

Reminder: USDA Foods at Hartford Provision Company (HPC)

HPC is the state contracted warehouse for warehousing and delivery of USDA Foods but is not a storage facility for districts. As soon as an item appears on the weekly HPC allocation report, districts are expected to begin taking delivery of as many cases of USDA Foods as storage allows. Additional products should be taken each month until all inventory is out of the HPC warehouse.

As meal counts and entitlement continue to decrease in CT, the demand for USDA Foods is increasing. Any direct delivery items without an order or pending order within 60 days of arrival at the warehouse may be subject to transfer without notice. Please contact the <u>Food Distribution Program</u> staff to discuss any local district storage issues.

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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/2025/slt 12 10 2025.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:

- 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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