

Monthly Update

School Nutrition Programs



June 30, 2022

Distributed to School Nutrition Program Authorized Representatives and Food Service Directors via Listserv

Implementation of the Keep Kids Fed Act of 2022

USDA understands that Child Nutrition Programs are still facing tremendous challenges caused by supply chain disruptions, cost increases, and labor challenges. The [Keep Kids Fed Act of 2022](#), which President Biden signed into law on June 25, 2022, provides additional support and resources to help Child Nutrition Program operators continue to serve healthy meals to children during this challenging time.

While the Act does not extend the broader waiver authority or the resources that would allow USDA to extend the full range of flexibilities currently in place—most notably the ability to serve all meals for free—it is a critical step forward. Specifically, the Act makes the following changes:

- For school year (SY) 2022-23, provides temporary additional reimbursements of:
 - 40 cents per lunch served through the National School Lunch Program (NSLP);
 - 15 cents per breakfast served through the School Breakfast Program (SBP); and
 - 10 cents per meal or snack served in the Child and Adult Care Food Program (CACFP).
- Allows USDA to issue limited nationwide waivers that do not increase Federal costs during the 2022-23 school year.

Note that the annual adjustments to the reimbursement rates for NSLP, SBP, and CACFP will be published in July. The rate adjustment will be based on an increase of 7.4% from May 2021 to May 2022 in the [Consumer Price Index](#) for “food away from home”.

KSDE expects USDA to issue guidance on implementation soon and we will share more information as soon as it is available.

Four Nationwide Waiver Extended

The Food and Nutrition Service (FNS) is initiating implementation of the Keeping Kids Fed Act with the establishment of four nationwide waivers. The waivers will streamline Child Nutrition Program (CNP) access, enhance CNP flexibility, and reduce administrative burden on State and local partners, as well as program participants. These nationwide waivers are extensions of nationwide waiver flexibilities offered in summer 2021 and SY 2021-2022. The following nationwide waivers are effective immediately:

- **Nationwide Waiver to Extend Area Eligibility Waivers for Summer 2022 Operations – EXTENSION 5**
USDA extends the ability for States to continue operating open sites in areas that are not located in “*Areas in which poor economic conditions exist*” for the *Summer Food Service Program and the Seamless Summer Option*. This extension is effective immediately and remains in effect through Summer 2022 operations. Contact your Child Nutrition Consultant to elect this waiver to be able to have summer meal sites in non-area eligible locations.



- **Nationwide Waiver to Allow Area Eligibility for Closed Enrolled Sites for Summer 2022 Operations – EXTENSION 4**
Under this waiver, Summer Food Service Program operators of closed enrolled sites during the COVID-19 pandemic may determine site eligibility through area eligibility, without collecting income eligibility applications.
- **Nationwide Waiver to Allow Summer Food Service Program Reimbursement Rates for the Seamless Summer Option in Summer 2022**
This waiver allows Sponsors to claim National School Lunch Program Seamless Summer Option meals and snacks at the Summer Food Service Program rates through the end of the summer meals program. KSDE will update KN-CLAIM so that the Summer Food Service Program rate is provided for SSO meals and snacks.
- **Nationwide Waiver to Allow Fiscal Action Flexibility for Meal Pattern Violations Related to COVID-19 Supply Chain Disruptions Impacting School Meals in School Year 2022-2023 – EXTENSION**
USDA waives the requirements to take fiscal action for meal pattern violations related to COVID-19 supply chain disruptions during School Year 2022-2023 for operators of the National School Lunch Program and School Breakfast Program.

KSDE expects USDA to issue additional guidance on implementation of the Keeping Kids Fed Act soon and we will share more information as soon as it is available.

Transitioning to Normal Child Nutrition Operations Workgroups Create New Resources

The Workgroup creating resources for School Board Members and Administrators and the Workgroup creating resources for Parents and Community Members have developed resources to help communicate the transition to normal Child Nutrition Program operations for SY 2022-23:

- School Meal Highlights for School Year 2022-23
- School Meals for School Year 2022-23 – Questions and Answers
- Sample Letter to Households about Changes to the School Nutrition Program for SY 2022-23
- Using Social Media to Communicate with Parents, Guardians, and the Community

These resources are available at www.kn-eat.org, School Nutrition Programs, What's New.

New USDA Guidance

Determining Eligibility for Severe Need Reimbursement for the School Breakfast Program and the Two Cent Differential Reimbursement for the National School Lunch Program in School Years 2022-2023 and 2023-2024 (SP 11- 2022)

As they return to normal operations, school food authorities (SFAs) that used nationwide waivers to operate the Summer Food Service Program (SFSP) and/or National School Lunch Program (NSLP) Seamless Summer Option (SSO) during SY 2020-2021 and/or SY 2021-2022 may not have the data needed to determine eligibility for severe need reimbursement rates for breakfast served through the School Breakfast Program (SBP) or the two cent differential reimbursement for NSLP lunches served in SYs 2022-2023 and/or 2023-2024.

USDA has provided guidance that to determine eligibility for Severe Need Breakfast and/or the Two Cent Differential for SY 2022-2023 the percentage of lunches served free or at the reduced price during SY2019-2020 can be used. **Note: KSDE will make this calculation for Kansas Sponsors in KN-CLAIM. No action is needed by the Sponsor.**



Carryover Eligibility and PLE Guidance

KSDE has updated its School Meals for School Year 2022-23 – Questions and Answers with the following Questions and Answers which can be found at www.kn-eat.org, SNP, What's New. This includes guidance of how to elect waiver flexibilities for carryover eligibility and paid lunch equity. Updated and new Questions and Answers are included below.

Carryover Eligibility

Q. Can schools carryover eligibility status from the most recent free and reduced price application eligibility determination or direct certification data for each particular student?

A. Yes. USDA has provided guidance that the most recent data back to SY 2019-20 can be used for up to 30 operating days into the new school year (or until a new eligibility determination is made, whichever comes first).

Q. How does a Sponsor elect Waiver 26: Carryover Eligibility to use carryover eligibility status from the most recent free and reduced price application eligibility determinations back to SY 2019-20 or Direct Certification data from SY 2020-21 or SY 2019-20?

A. Sponsors must request Waiver 26: Carryover Eligibility by completing the survey at the following link: https://ksde.sjc1.qualtrics.com/jfe/form/SV_0iwl98i56C3o99A

Q. Are schools required to use the most recent data back to SY 2019-20 for each particular student for carryover?

A: No. Schools can choose not to provide carryover based on applications from previous school years. This is a local level decision that should be discussed with school administration. Schools MUST provide carryover for directly certified students from the 2021-22 school year.

Q. Will schools need school board minutes to support using the carryover waiver (Waiver #26) allowing for use of the most recent data back to SY 2019-20 for each particular student for carryover?

A. No. School board minutes will not be required to elect the waiver. Schools are strongly encouraged to visit with administration when determining whether to utilize the carryover waiver. Schools will opt into the carryover waiver by completing the following survey: https://ksde.sjc1.qualtrics.com/jfe/form/SV_0iwl98i56C3o99A

Q. Is carryover status based on the student's verified status or the student's original application status?

A. Carryover would be based on the student's verified status if a student's application was selected for verification.

Paid Lunch Equity (PLE)

Q. Why is Kansas applying for the statewide waiver flexibility for Paid Lunch Equity when all Kansas sponsors are required to keep a positive balance within its food service fund?

A. Applying for this statewide waiver would allow schools to utilize food service funds to decrease the paid meal price for lunch for households assisting in the transition back to normal operations.

Q. How does a Sponsor elect Waiver 25: Paid Lunch Equity to use Federal Food Service funds to offset the paid lunch meal prices for SY 2022-23?

A. Sponsors must request Waiver 25: Paid Lunch Equity by completing the survey at the following link: https://ksde.sjc1.qualtrics.com/jfe/form/SV_9QtdeFy9XixitpA



Q. Are schools required to review their paid lunch prices to ensure compliance with the paid lunch equity requirement using the USDA Paid Lunch Equity Tool (PLE)?

A. Only School Food Authorities with a negative balance in the nonprofit food service account as of December 31, 2021 are required to establish a price for paid lunches served through the National School Lunch Program that complies with the paid lunch equity provisions during SY 2022-23.

Waiver 25: Paid Lunch Equity does not need to be requested for use of this flexibility.

Q. Can schools choose to waive paid price charges for students?

A. It depends. Schools may choose to:

- Provide universal free breakfast for all students.
 - Covering the cost of breakfast meals served to students certified for reduced price or paid meals is an allowable use of the nonprofit school food service account as long as the school food authority has sufficient funds to do so.
 - Prior to implementing this option, school food authorities are advised to conduct a thorough analysis of their current and projected operating costs to ensure that they are able to maintain operations and meal quality without the revenue generated from charging students for paid and reduced price breakfast meals.
- Allow students who qualify for reduced price meals to eat free of charge for both breakfast and lunch. However, meals must be claimed in the student's approved eligibility category.
- Universal free lunch is not allowable due to the paid lunch equity tool requirements, unless a Sponsor elects Waiver #25: Paid Lunch Equity that allows Sponsors to use Federal Food Service funds to offset paid lunch meal prices for School Year 2022-23 only.

Direct Certification SY2022-23

All sponsors are required to use the Direct Certification system to assure that all foster students and students eligible for Food Assistance (FA) or Temporary Assistance to Families (TAF) are approved to receive free school meals. New for SY 2022-23, students eligible for free (MED-F) or reduced price meals (MED-R) due to Medicaid will be included on the Direct Certification List.

Important Note: Only students found on the Direct Certification list as eligible for free or reduced price meals due to Medicaid can be directly certified. A Medicaid number submitted by a household on a paper or online application cannot be used to certify students for free or reduced price meals because not all Medicaid programs meet Child Nutrition Program Income Eligibility Guidelines.

A complete list of all foster students and students eligible for Food Assistance or TAF or Medicaid will be available online after July 6. The Direct Certification System displays daily matches for public schools and all private schools who send student records to KSDE. KSDE will send an email notification when a new student is added to the Sponsor list. The new students added will be displayed at the top with the date matched. Free or reduced price meal benefits begin when the sponsor sends the *Letter to Household about School Meal Benefits* or the "created date" if the Sponsor has requested flexibility for establishing effective date of eligibility on the Sponsor Application in KN-CLAIM.

Sponsors can begin directly certifying students as soon as the July list is available. Check the list frequently. Sponsors must send the *Letter to Household about School Meal Benefits* to notify households that students in the household are directly certified for free or reduced price meals in a timely manner so that the household does not take the time to submit an income application. A copy of the letter should also be maintained on file. The *KN-CLAIM Quick Reference for Direct Certification* has been updated and is available in KN-CLAIM, Quick References.



Direct Certification with Medicaid Q&As

Q. If a student is on the Direct Certification list as MED-R, but the family goes ahead and completes an application because they believe they are eligible for free meals based on income and are determined eligible for free, would they receive free meals instead of reduced?

A. Yes, if the household completes an income application and qualifies for free, they would receive free benefits based on the income application.

Q. Can a Medicaid Number be accepted on an Income Application and used to certify students for Free Meals?

A. No. Not all Medicaid programs meet Child Nutrition Program Income Eligibility Guidelines. Only students found on the Direct Certification list can be certified for free or reduced meals based on Medicaid.

Q. If a student is on the Direct Certification list as both MED-R and Foster, what should I do?

A. Foster benefits do not extend to other students in the household, but Medicaid benefits do. Since the student is a Foster Child they would be certified for Free benefits and if there are other students in the household that are not Foster children, the MED-R benefit would extend the reduced benefit to the other students in the household.

Fresh Fruit & Vegetable Program – Apply Now

The application to apply to participate in the Fresh Fruit & Vegetable Program (FFVP) for PY 2022-23 is available at www.kn-eat.org, School Nutrition Programs, What's New. The FFVP provides all children in participating elementary schools with a variety of free fresh fruits and vegetables throughout the school year. It is an effective and creative way of introducing fresh fruits and vegetables as healthy snack options. Participation in the FFVP is limited to elementary schools, with priority given to schools with the highest percentage of students eligible for reduced price or free school meals.

To apply for the FFVP, complete the application and return it to KSDE no later than August 3, 2022. Schools selected to participate for the new federal program year beginning October 1 will be notified in August 2022. Participating schools will be reimbursed for their documented expenses on a monthly basis. If you have any questions, please contact Barb Depew at 785-296-2276 or bdepew@ksde.org.

Reimbursement Rates

Reimbursement rates for FY2023 will be posted at www.kn-eat.org, School Nutrition Programs, Key Links as soon as they are available from USDA.

Attendance Factor

The Attendance Factor for SY 2022-23 is .94. Form 9A, Daily Record of Lunches Served, has been updated with the new attendance factor and can be found in Food Service Facts, Chapter 9.

Cash in Lieu of the Supply Chain Assistance USDA Foods

Kansas is being provided a fair-share portion of The Commodity Credit Corporation Supply Chain Assistance USDA Foods in the form of a cash award. The cash award in lieu of the Supply Chain Assistance USDA Foods must only be used to purchase domestically grown and produced food products.



By mid-July, KSDE Child Nutrition & Wellness will send an Attestation to each Kansas Sponsor with the amount of the cash award that must be signed and returned to KSDE to accept the award and attest the award will be used to purchase domestically grown and produced food products.

CACFP Participation for SY 2022-23

SNP Sponsors that did not participate in the CACFP during SY 2021-22 but plan to participate in SY 2022-23 must complete program certification in KN-CLAIM for PY 2022 in order to claim meals/snacks in August and September since the CACFP Program year runs from October – September. This guidance is applicable to Sponsors that provide meals/snacks as part of CACFP At-Risk Afterschool Meals as well as for those Sponsors that provide meals and snacks to childcare or preschool age children through the CACFP. If you have questions or need assistance, reach out to your Child Nutrition Consultant or call the Topeka office at 785-296-2276.

Food Buying Guide Mobile App Training Videos

Team Nutrition is excited to announce that training videos on navigating the Food Buying Guide (FBG) Mobile App are now available. These short videos are broken into four chapters to provide users with step-by-step instructions on using the Mobile App and its different components. These training videos, along with existing FBG Web Tool training videos, are accessible within the FBG Web Tool under the 'Help' tab from the top navigation menu. Additional trainings are available on Team Nutrition's FBG training resources web page: <https://www.fns.usda.gov/tn/food-buying-guide-training-resources>.

Annual Financial Report – Due August 15

In order to complete the Annual Financial Report (AFR) in KN-CLAIM by August 15, you MUST complete each of the Monthly Financial Reports (MFR) in KN-CLAIM on the MFR/AFR Tab in Program Year 2022. Information from the MFRs will automatically roll-up to create the AFR.

Wellness Policy Data

Complete the Wellness Impact Tool in PY2022 in KN-CLAIM to accurately reflect the sponsor's status in relation to the current Kansas School Wellness Policy Model Guidelines as of the end of SY 2021-22. School Wellness Policy data for every school district in Kansas is available to the public at KSDE Data Central: www.ksde.org, Data Central, Child Nutrition & Wellness Reports.

Indirect Cost Rates

Indirect Cost Rates for SY 2022-23 will be posted in July at www.kn-eat.org, School Nutrition Programs, What's New. Food service uses the unrestricted rate in the last column. The rate for private schools is 10%.

At-Risk Afterschool Meals Toolkit

Kansas Team Nutrition has developed a toolkit for At-Risk Afterschool Meals sponsors. Check it out today! Resources in the toolkit include: sample social media posts to promote your program, a 2-week hot menu, 2-week cold menu, 4-week snack menu, program administrative tools, and supplemental menu resources. The toolkit can be found on the CACFP website at: www.kn-eat.org, CACFP, Resources, At-Risk Afterschool Meals. To receive a hard copy of the At-Risk Afterschool Meals Cycle Menus, email Sarah Bruschi at sbruschi@ksde.org



HACCP Food Safety Plan

The HACCP Food Safety Plan Template has been updated to include information relevant to current needs and activities. The beginning of a school year is a great time to review and revise your site's HACCP Food Safety Plan! Check out the template and the Worksheet to Review and Revise the HACCP Food Safety Plan at www.kn-eat.org, Food Safety, HACCP Guidance & Resources, HACCP Resources. Reminder: The HACCP Plan review is required annually and must be documented.

Review the Food Safety Training Record

Please review the Food Safety Training Record located in KN-CLAIM on the “Forms” tab to ensure all of your school nutrition staff including the Food Service Director and Authorized Representative are current on approved food safety training. The Food Safety Training Record in KN-CLAIM should be updated each time a staff member takes an approved food safety class or there is a staffing change. Approved classes are listed in Food Service Facts Chapter 22.

Professional Development Opportunities

Professional development is offered through the KSDE Training Portal 24/7 and as scheduled live virtual events through Zoom. A full listing of live virtual events and links can be found on the CNW Calendar at www.kn-eat.org, CNW Calendar. There is no preregistration for the live virtual classes through Zoom.

SNP Administrative Update

Sponsors should make plans to attend SNP Administrative Update training. At least one representative from each Sponsor must participate in the SNP Administrative Update. One live virtual training option via zoom is still available:

- SNP Administrative Update/CACFP Administrative Workshop – July 6, 8:00 am–12:00 pm
<https://ksde.zoom.us/j/88432205471?pwd=VIQ4Q2NKbmcvelY1djdFVk9KWFGQT09>

Sponsors unable to attend a live virtual session may take the training through the KSDE Learning Portal. It will be posted in early July at <https://learning.ksde.org>.

Calculating Components In-Person Technical Assistance

KSDE is offering in-person Calculating Components Technical Assistance throughout the state in July. Sign up for a location near you by using the following link: <https://forms.office.com/r/Fbjva8U9yK>

Jump Start Your Success in School Nutrition Programs – New Exciting Opportunity

Jump Start Your Success in School Nutrition Programs is a new opportunity offered exclusively by the Child Nutrition & Wellness team. Jump Start will offer a blend of in-person, live virtual, on-demand and personalized training opportunities for new and aspiring school food service directors and managers. This training opportunity is for those with less than three years of experience. Those with three years of experience or more may participate as a mentor.

The 2022-23 free, multi-week Jump Start program will offer real-time and immediately applicable training opportunities that are facilitated by CNW staff and mentors. Jump Start has been developed to incorporate personalized training and leadership development through mentoring opportunities and to encourage open-group discussion so participants can be actively involved in learning best-practices from the field. Participants who complete the Jump Start program will develop the skills and knowledge needed for the successful operation of school nutrition programs.



Don't miss out on this great opportunity to jump start your success in School Nutrition Programs and join us for the inaugural kick-off event on July 27 at the KSU Alumni Center in Manhattan. For more information about Jump Start as a participant or mentor contact Kelly Chanay at kchanay@ksde.org. Register to attend at: https://ksde.sjc1.qualtrics.com/jfe/form/SV_577eu6HSSn2VhRk.

Developing Counting and Claiming Policies and Procedures Tutorial Now Live!

This tutorial provides an overview of developing meal counting and claiming policies and procedures for the National School Lunch Program and School Breakfast Program. The training will help program operators understand what policies and procedures are needed, how to develop the policies and procedures that are specific to the sponsor, and demonstrate how to complete annual on-site monitoring using Form 9-G. Access the tutorial at <https://learning.ksde.org>, Child Nutrition & Wellness, Tutorials, School Nutrition Programs (SNP) Tutorials.

Now Available! Revised Procuring Local Foods for Child Nutrition Programs Guide

On June 21, the USDA Food and Nutrition Service's (FNS) Farm to School Program released the revised Procuring Local Foods for Child Nutrition Programs Guide, which provides an overview of federal procurement principles and covers topics related to sourcing and purchasing local foods, for State agencies and child nutrition program operators. This guide highlights a variety of mechanisms schools can use to purchase local products while staying in accordance with federal procurement regulations. Featured are examples of how to target local foods when conducting both formal and informal procurements, use the Geographic Preference option, and use the USDA Foods and DoD Fresh Programs to enhance local purchasing. Please feel free to share the guide across your networks. To access the revised Procuring Local Foods for Child Nutrition Programs Guide along with other local procurement resources for child nutrition program operators, visit <https://www.fns.usda.gov/cfs/procuring-local-foods>.

New Resources from No Kid Hungry

Navigating Area Eligibility in Summer and Afterschool Meals (New Resource)

Area eligibility indicates a location is eligible to operate an open meal site under the summer meals program and/or an afterschool meals program. Determining if your site is area eligible can be complicated. This resource provides information on how to determine if a site is area eligible, the types of data that can be used to make that determination, and options for meal service if a site is not area eligible.

Thinking 365: Transition Your Summer Meals Program to Year-Round Through CACFP At-Risk Wednesday, July 20th at 2 pm CT (Upcoming Webinar- click on the title to register)

Summer is almost over, but your meal program doesn't have to be! Listen in for the final webinar in No Kid Hungry's *School's Out, Food's In* summer webinar series. In this webinar, you will learn from program sponsors about how they successfully transition their summer program to year-round operations using CACFP At-risk Afterschool Meals. Presenters include Eugenie Sellier from Feeding Alabama, Melissa Weissler from Operation Food Search, and Walter Campbell from Charleston County School District.



Staffing Update

Julie Henry, Assistant Director, left the Child Nutrition & Wellness team on June 7th. She has accepted the position of Director of Nutrition and Wellness for Lawrence Public Schools. Sincere thanks to Julie for her outstanding work during her 8 years of service at KSDE as an Assistant Director, Training and Technology Consultant and Child Nutrition Consultant. Julie's work has created technology solutions for Kansas Sponsors and increased access to healthy meals for Kansas children.

Jill Ladd, Assistant Director, will also be leaving the Child Nutrition & Wellness team on July 6th. Heartfelt appreciation to Jill for her exemplary work not only as an Assistant Director, but also as a Team Nutrition Project Director and Grants and Special Projects Specialist. Jill's work over the past 11 years has resulted in many grant opportunities, nutrition education and training resources, increased access to healthy meals (especially breakfast, summer and during the pandemic) and clear guidance and technical assistance.

Thank you to Jill and Julie for their service and positive leadership of Child Nutrition Programs in Kansas. They will be missed. Kelly Chanay, current Professional Development Project Director, will be serving as Acting Assistant Director and can be contacted at kchanay@ksde.org.

Questions Abound!

KSDE understands that you may have many questions about the Keep Kids Fed Act that was signed into law on June 25th. USDA and others are working diligently to provide accurate guidance for all the issues covered in the law. As soon as USDA provides guidance, a Town Hall will be scheduled and/or an update memo sent via listserv and then posted at www.kn-eat.org, School Nutrition Programs, What's New.

Have a safe, healthy and happy July 4th!

Cheryl, Jill and Kelly



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