



ISBE Update

Nutrition Department

Sept. 28, 2022

Today's Agenda

- National School Lunch Week
- What's New?
- SY 2022-23 Checklist
- Verification
- USDA Foods Update
- Procurement Update
- Supply Chain Assistance Funds
- P-EBT Update
- Medicaid Reduced in Direct Certification
- Questions and Answers



National School Lunch Week



NSLW Resources

- School Nutrition Association

<https://schoolnutrition.org/about-school-meals/national-school-lunch-week/>

- USDA Team Nutrition

<https://www.fns.usda.gov/tn/school>

- Meal Talk: Taste-Test Events Webinar

<https://www.fns.usda.gov/tn/meal-talk-webinar-series>

- Share Your NSLW celebrations

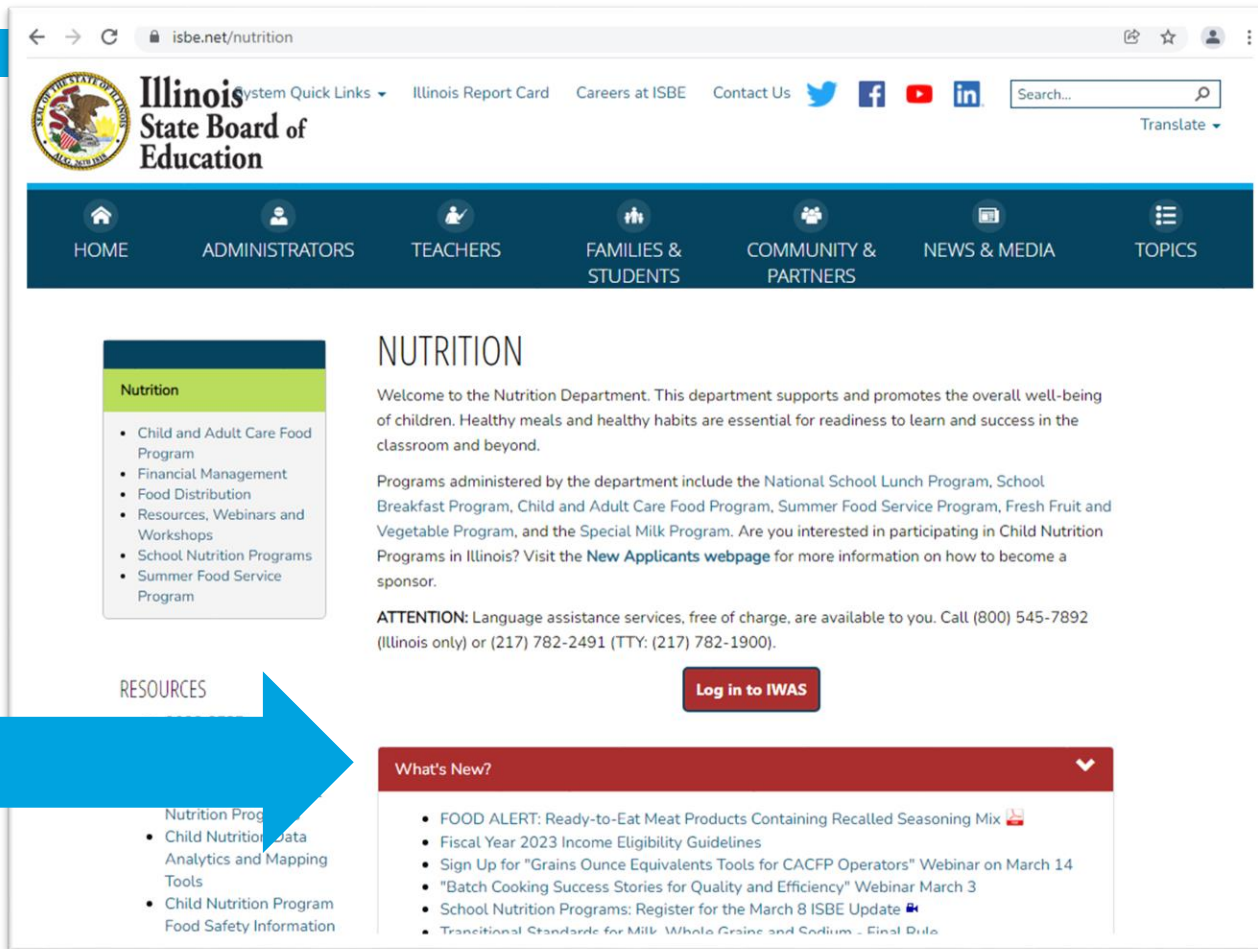
cnp@isbe.net



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#NSLW22

What's New?



The screenshot shows the ISBE Nutrition website. The header includes the ISBE logo, navigation links (System Quick Links, Illinois Report Card, Careers at ISBE, Contact Us), social media icons, a search bar, and a translate dropdown. The main navigation bar lists: HOME, ADMINISTRATORS, TEACHERS, FAMILIES & STUDENTS, COMMUNITY & PARTNERS, NEWS & MEDIA, and TOPICS.

NUTRITION

Welcome to the Nutrition Department. This department supports and promotes the overall well-being of children. Healthy meals and healthy habits are essential for readiness to learn and success in the classroom and beyond.

Programs administered by the department include the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, Summer Food Service Program, Fresh Fruit and Vegetable Program, and the Special Milk Program. Are you interested in participating in Child Nutrition Programs in Illinois? Visit the [New Applicants webpage](#) for more information on how to become a sponsor.

ATTENTION: Language assistance services, free of charge, are available to you. Call (800) 545-7892 (Illinois only) or (217) 782-2491 (TTY: (217) 782-1900).

[Log in to IWAS](#)

What's New?

- **FOOD ALERT:** Ready-to-Eat Meat Products Containing Recalled Seasoning Mix
- Fiscal Year 2023 Income Eligibility Guidelines
- Sign Up for "Grains Ounce Equivalents Tools for CACFP Operators" Webinar on March 14
- "Batch Cooking Success Stories for Quality and Efficiency" Webinar March 3
- School Nutrition Programs: Register for the March 8 ISBE Update
- Transitional Standards for Milk, Whole Grains, and Sodium - Final Rule

RESOURCES

- Nutrition Program
- Child Nutrition Data Analytics and Mapping Tools
- Child Nutrition Program Food Safety Information



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www.isbe.net/nutrition

What's New?

ISBE Update Schedule

- 1:30-2:30 p.m. Oct. 26
- 1:30-2:30 p.m. Nov. 30

<https://register.gotowebinar.com/rt/8223377632015210511>

SNP Back to School Conference

- www.isbe.net/snpb2s
(Don't miss the NSLP and SBP Menu Planning training series)



School Nutrition Programs
Back to School Conference

What's New?

Administrative Reviews

- SFAs Tentatively Selected for SY 22-23 Administrative Reviews

<https://www.isbe.net/Documents/snp-review-plan.pdf>

<https://www.isbe.net/Pages/School-Nutrition-Monitoring-and-Review.aspx>

What's New?

Great Apple Crunch

- Thursday, Oct. 13

Register is open:

<http://illinoisfarmtoschool.org/great-apple-crunch/>

Questions? Email:

farmtoschool@sevendgenerationsahead.org



What's New?

Become a PSTTT Pro: A Review of the Professional Standards Training Tracker Tool Webinar

- 1-2 p.m. Oct. 4

https://www.zoomgov.com/webinar/register/WN_n5l4NNLQlO3StmfP0b0jA



Professional Standards: Required Training Hours and Resources

- www.isbe.net/snpb2s

What's New?



Topics include:

- Basic Culinary Math
- Nutrition 101
- Utilizing the Cafeteria as a Classroom
- Food Safety Basics
- Forecasting the Procurement of Foods

What's New?



Illinois Extension

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

<https://schoolnutrition.extension.illinois.edu/>



**“Food Allergies in
School Nutrition”**
2-4 p.m. Sept. 29

**“Serve It Safely: Food
Handler Training”**

2-4 p.m. Oct. 18

*Approved by IDPH;
Participants receive
a certificate good
for three years*



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<https://schoolnutrition.extension.illinois.edu/events>

What's New?



Food Safety and Inspection Service
U.S. DEPARTMENT OF AGRICULTURE

fsis.usda.gov/recalls



Recalls & Public Health Alerts

Advanced Search

ENTER KEYWORDS BELOW

Start typing here...

Search

Filter Results

PHA-09102022-01

PUBLIC HEALTH ALERT

PRODUCT CONTAMINATION

ACTIVE

FSIS Issues Public Health Alert For Specific Ground Beef In HelloFresh Meal Kits Due to Possible E. Coli O157:H7 Contamination

SAT, 09/10/2022 - CURRENT

NATIONWIDE

WASHINGTON, Sept. 10, 2022 – The U.S. Department of Agriculture's Food Safety and Inspection Service (FSIS) is issuing a public health alert due to concerns that ground beef products in HelloFresh meal kits may be associated with Escherichia coli (E. coli) O157:H7 illness. A recall...



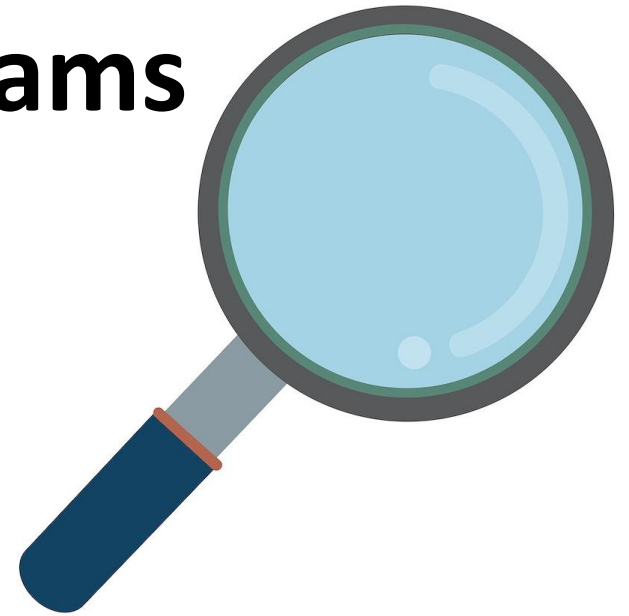
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▪ www.fsis.usda.gov/recalls

SY 22-23 Checklist

✓ Use the A to Z Index of School Nutrition Programs

- Link is under “Resources” at www.isbe.net/nutrition
- Search alphabetically by topic



<https://www.isbe.net/Pages/Nutrition-A-to-Z-Index.aspx>



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www.isbe.net/nutrition

SY 22-23 Checklist

✓ Reference the Handbook

The screenshot shows the ISBE School Nutrition Programs website. The sidebar on the left lists the following programs:

- After-School Care Program
- Illinois Free Lunch and Breakfast Program
- National School Lunch Program
- Pandemic Electronic Benefit Transfer (P-EBT)
- School Breakfast Program
- Seamless Summer Option
- SNP: New Applicants
- Special Milk Program

The main content area displays buttons for the following programs:

- After-School Care Program
- Illinois Free Lunch and Breakfast Program
- National School Lunch Program
- Pandemic Electronic Benefit Transfer (P-EBT)
- School Breakfast Program
- Seamless Summer Option
- SNP: New Applicants
- Special Milk Program

The resources section at the bottom includes:

- A TO Z INDEX OF SCHOOL NUTRITION PROGRAMS
- ADMINISTRATIVE HANDBOOK (highlighted in yellow)
- NSLP OUTLOOK NEWSLETTERS
- THE ABCS OF SCHOOL NUTRITION
- SCHOOL NUTRITION AND WELLNESS CHAMPIONS



SY 22-23 Checklist

✓ Update Contact Information

- Web-Based Illinois Nutrition System (WINS) in IWAS
- Entity Profile System (ESP)
- www.isbe.net/subscribe



SY 22-23 Checklist

✓ Civil Rights Requirements

- Display the “And Justice For All” poster.
- Complete your annual Civil Rights training



<https://register.gotowebinar.com/recording/5544971705266440451>



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SY 22-23 Checklist

✓ Contact Us

- Call (800) 545-7892
or (217) 782-2491
- Email cnp@isbe.net
- Include your RCDDT/Agreement
Number



Verification Process and VSR

Who is required to conduct Verification of Eligibility for School Year 2022-23?

All School Nutrition Program (SNP) sponsors who collected Household Eligibility Applications (HEA) July 1-Oct. 1, 2022

- **Oct. 1 Data Collection**

<https://www.isbe.net/Pages/School-Based-Child-Nutrition-Documents.aspx>

USDA Foods Update

- CCC DOD funds were spent in full as of Sept. 13.
- CCC USDA Foods will continue to ship over the next few months.
- Watch the ICS Message Board for supply chain updates related to USDA Foods.

USDA Foods Update

- ISBE is planning to host an in-person USDA Foods Show in the coming months!
 - Date and location coming soon

USDA Foods Show



Procurement Update

New
Resources

<https://www.isbe.net/Pages/Nutrition-Financial-Management.aspx>

NUTRITION

Financial Management

- General Procurement for All Programs
- SFSP/CACFP Vended Meals Contracts
- SNP FSMC/Vended Meals Contracts
- SNP Resource Management

NUTRITION

FINANCIAL MANAGEMENT

The Illinois State Board of Education Nutrition Department's Financial Management section of the website provides rules and resources to Child Nutrition Programs sponsors on procurement, contracts, and other financial matters. Child Nutrition Programs includes sponsors participating in the Child and Adult Care Food Program (CACFP), Summer Food Service Program (SFSP), and the School Nutrition Programs (SNP), which includes the National School Lunch Program and other school-based programs.

Procurement means the process of obtaining goods and/or services in accordance with applicable rules and regulations.

Resource Management for School Nutrition Programs includes four general areas: Maintenance of Non-Profit School Foodservice Account, Paid Lunch Equity (PLE), Revenue from Nonprogram Foods, and Indirect Costs.



News and Updates

- Passage of HB 4813 – Procurement Options and Q&A Document 📄
- RFP Vs. IFB – What's Best for my SFA? 📄
- Summary of HB 4813 PowerPoint Slides 📄
- Public Act 102-1101/105 ILCS 5/10-20.21 (HB 4813 became PA 102-1101 upon passage, which in turn amended the IL School Code)

General
Procurement for All
Programs

SFSP/CACFP Vended
Meals Contracts

SNP FSMC/Vended
Meals Contracts

SNP Resource
Management



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CNP NEWSLETTERS



TRAINING OPPORTUNITIES

Fact Sheets

Supply Chain Assistance (SCA) Funds

Payment Amount

- Illinois was allocated over \$90 Million dollars in SCA Funds to date.
 - \$36,802,362 on December 17, 2021
 - \$34,817,745 on July 7, 2022, and
 - \$18,401,128 on September 20, 2022.
- Through September 2022, \$32.7 million has been distributed to Illinois eligible schools.
- After the September 2022 claims for reimbursement are finalized, our team will take all remaining SCA funds and allocate to eligible SNP sponsors.
 - Watch for notification for next steps to accept these funds.
- Complete SCA Funds Guidance is found at <https://www.isbe.net/Pages/supply-chain-disruptions.aspx>



Supply Chain Assistance Attestation Statement: General Conditions

An eligible SFA, must agree that they are:

- Experiencing supply chain disruptions and related financial difficulties/need which include unanticipated cancellation of food and supply contracts, lack of availability of certain foods, unexpected substitutions of food products, unpredictable increases in food and supply prices, and other obstacles related to supply chain situation of the USDA funded school nutrition program operations;



Supply Chain Assistance Attestation Statement: Allowable Expenses

- Will only use funds to purchases domestic unprocessed or minimally processed foods in a wide variety of minimal processing states (whole, cut, pureed, etc.) and/or forms (fresh, frozen, canned, dried, etc.);
 - Some allowable food products include:
 - fluid milk and other dairy foods such as cheese or yogurt;
 - fruit and vegetables (including 100% juices);
 - grain products such as pastas and rice;
 - meats (whole, pieces, or food items such as ground meats); and
 - meat alternatives such as beans or legumes.
 - Some unallowable food products include:
 - Significantly processed or prepared food items
 - Pre-made pizza;
 - Baked goods, such as breads, muffins, or crackers;
 - French fries, hash browns, or any formed potato item;
 - Pre-packaged sandwiches or meals;
 - Other prepared and/or precooked items such as chicken nuggets; and
 - Non-domestic food products.
- Will not use funds for any labor, indirect, or other administrative expenses;
- Agrees to use funding for current/future allowable expenses;



Supply Chain Assistance Attestation Statement

- Will comply with nonprofit school food service account requirements as detailed at 7 CFR 210.14;
- Will comply with all recordkeeping and review requirements per 7 CFR 210.9(b)(17) and 7 CFR 210.18, which would include maintaining documentation demonstrating appropriate use of SCA funds; and
- Will comply with all applicable Federal procurement and financial management requirements per 2 CFR 200.



Supply Chain Assistance (SCA) Fund**Illinois School – Tracking Form**

SFA Name:	School ISBE
SFA Agreement Number:	99-999-9999-99
SCA TOTAL Funds Allocated:	\$ 9,876.54

SCA Expenses

Date	Vendor Name	Allowable Product	Allowable Cost	Balance of SCA Funds	Documentation Attached (✓)
4/6/2022	Illinois Milk Company	Fluid Milk	\$ 543.21	\$ 9,333.33	✓
4/21/2022	Illinois Milk Company	Fluid Milk	\$ 298.64	\$ 9,034.69	✓
4/22/2022	Illinois Fruit Company	Grapes, Apples	\$ 687.06	\$ 8,347.63	✓
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Example

To document allowable expenses, the SFA will maintain with this tracking form receipts, invoices, domestic origin documentation to ensure compliance with SCA funds. Please note that only domestic unprocessed or minimally processed foods are allowable expenses to SCA funds. See posted guidance and attestation for complete information. www.isbe.net/nutrition

Supply Chain Assistance Funds – A few updates

- Payment coded in FRIS as 4210-SC.
- ISBE has until September 30, 2023 to allocate the SCA funds to eligible SNP Sponsors.
- Once the Sponsor receives the SCA funds, as long as the funds are spent in accordance with the SCA requirements, there is no mandatory timeframe in which the SCA funds must be spent.
- SCA funds may only be spent on allowable current or future expenditures. Funds may NOT be used on past (retroactive) expenditures.

USDA Funded Program	Allowable to utilize SCA Funding
National School Lunch Program	YES, Allowable
School Breakfast Program	YES, Allowable
Seamless Summer Option	YES, Allowable
NSLP After School Snack Program	YES, Allowable
Child and Adult Care Food Program (CACFP), including At Risk Supper and Snacks	No, Not Allowable
Summer Food Service Programs (SFSP)	No, Not Allowable
Ala Carte milk and/or foods	No, Not Allowable



Pandemic – EBT (P-EBT)



- In partnership with the Illinois Department of Human Services (DHS)
 - School and student eligibility data collected by ISBE
 - P-EBT issuance completed by DHS
- Provides monies directly to households to purchase food, due to the pandemic
- P-EBT has been issued since March 2020, due to the federal public health emergency.
 - **SY21-22 P-EBT**
 - Approved by USDA on September 21, 2022
 - Eligible schools – Public (SIS Data) and Non-Public Schools (WINS Data Upload)
 - Due to in person learning and in person meals, likely less P-EBT benefits per each eligible student
 - **Summer 2022 P-EBT**
 - Plan approved by USDA as of June 29, 2022
 - Eligible schools – Public (SIS Data) and Non-Public Schools (WINS Data Upload)
 - P-EBT Summer 2022 Benefit - \$391 per eligible student
 - Guidance posted: <https://www.isbe.net/Documents/Summer-2022-PEBT-Notice-to-Schools.pdf>



P-EBT Household Contact Information

- The Department of Human Services (DHS) will handle ALL household contacts regarding P-EBT for SY21-22 and Summer 2022 P-EBT issuances.
- Please direct households to the following for assistance:
 - <https://www.dhs.state.il.us/pebt>
 - (833) 621-0737, a Toll-free P-EBT Helpline number available from 8:30 am to 5:00 PM, Monday thru Friday, excluding state holidays.

Direct Certification with Medicaid – Expansion to Reduced Price Eligibility

- Direct Certification matches now include students eligible for both **FREE** and **REDUCED-PRICE** meal benefits based on their participation in Medicaid at the appropriate income levels.
- Guidance posted at <https://www.isbe.net/Documents/DC-Medicaid-Reduced.pdf>
- **REDUCED-PRICE** matches will be on a separate downloadable export and print report via the Electronic Direct Certification system in WINS for NSLP/SBP schools.



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Sample Notification Letter: Direct Certification Medicaid Reduced Price Eligible

- ISBE Form 68-48
- Form will be posted in English and Spanish
- <https://www.isbe.net/Documents/DC-Medicaid-Reduced-Eligible-Letter-68-48.pdf>

Use your "Mouse" or "Tab" key to move through the fields and check boxes. After completing last field, save document to hard drive to make future updates or click Print button.

 **Illinois State Board of Education**
100 North First Street
Springfield, Illinois 62777-0001

SAMPLE NOTIFICATION LETTER - DIRECT CERTIFICATION MEDICAID REDUCED PRICE ELIGIBLE

NUTRITION DEPARTMENT

Date: _____

Dear Parent/Guardian:

Each student identified below is automatically approved for REDUCED-PRICE school meals for the current school year based on your eligibility for Income Eligible Medicaid.

Name of Student	Grade	Assistance Source	School Name

No further action is needed to receive reduced-price eligible meals at school for the enrolled students. If however, your household may qualify for free meals based on household size and income, please complete the Household Eligibility Application for free or reduced price meals enclosed. Once submitted, you will receive additional notification if the student(s) qualifies for greater benefits. **If you do not want your child to receive reduced-price meal benefits** please completely fill out the information in the box below and return to the school office no later than _____. (Insert Date)

If you have student(s) in your household who are not listed above, please contact this office at the telephone number provided below at your earliest convenience. A Household Eligibility Application is NOT needed; reduced-price meal benefits will be extended to all children residing in the same household.

☐ I DO NOT want my child(ren), as listed above, to receive reduced-price meal benefits.

Date _____ Signature of Parent or Guardian _____

If any of the information listed above is incorrect, or you have any questions, please contact this office at (_____) _____

Name _____ Title _____

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2900 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

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.aphis.usda.gov/indianaffairs/USDA-Civil-Rights-Complaint-Form-AD-3027-2016-11-28-172x96.pdf>, from any USDA office, by calling (866) 632-9952, 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

This institution is an equal opportunity provider.

ISBE 68-48 (8/22)

Print **Reset Form**



Effective Date of Eligibility

- In WINS, Click on *Sponsor Application & Participation*, then *Questionnaire*, then *Effective Date of Eligibility*.

SNP Sponsor Questionnaire

Sponsor Information
Determining And Hearing Official Designation
Civil Rights
Effective Date of Eligibility
Policy Statement
Permanent Agreement
Summary

Effective Date of Eligibility

1. Each SFA now has a choice regarding the effective date of eligibility for both traditional household eligibility applications and direct certification. Please select one.
 - ☒ **Application Approval Date or Direct Certification Access Dates** - A student's meal benefits are effective the date the Determining Official reviews and approves the household eligibility application. Benefits provided through direct certification are effective the access date of the file in WINS.
 - ☐ **Application Submission Date or Direct Certification Effective Date** - A student's meal benefits are effective the date the SFA receives the household eligibility application from the household. If choosing this option, the SFA will need to have a method in which to indicate the "received Date". Benefits provided through direct certification are effective the first day of the month regardless of when the file is accessed. Refunds of meal payments may be required.
 - ☐ **Not Applicable** - Eligibility Determinations are not made. (This may be due to Community Eligibility Provision (CEP) participation or Special Milk (paid option).)

[Previous](#)[Next](#)

Using Medicaid in Direct Certification

- This is ONLY available to NSLP/SBP participating sponsors.
- The addition of DC Medicaid Reduced Price eligible students is to reduce administrative paperwork for eligible households and school staff.
- A Medicaid case number CANNOT be entered on a HEA and approved for meal benefits.
- Medicaid is ONLY used for USDA meal benefit approval IF found in the ISBE Direct Certification System.

Any Questions?



Any Questions?

Nutrition Department
Illinois State Board of Education

Telephone: 800/545-7892 in Illinois only
217/782-2491

Fax: 217/524-6124

Email: cnp@isbe.net

Website: www.isbe.net/nutrition



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