



# Talk to ISBE's Nutrition Team Tuesday SY21-22 Webinar Series

Nov. 16, 2021

# Agenda – November 2021

- What's New?
  - Trainings, Webinars, Grants, and More
- The Verification Process and Verification Summary Report
- CNP Emergency Operating Costs Funds
- Supply Chain Disruptions in the Child Nutrition Programs
- Public Act 102-0359: Unused Food Sharing Plan
- Questions and Answers



# Poll Question

- **How many years have you been working in School Nutrition Programs?**

Select one:

- Less Than 2 Years
- 2 to 5 years
- 6-10 years
- 11-15 years
- 16 years or more



# What's New?

The screenshot shows the Illinois State Board of Education (ISBE) website's Nutrition page. The browser's address bar shows the URL [isbe.net/nutrition](http://isbe.net/nutrition). The page features the ISBE logo and navigation links for System Quick Links, Illinois Report Card, Careers at ISBE, and Contact Us. A search bar and social media icons are also present. The main navigation menu includes Home, Administrators, Teachers, Families & Students, Community & Partners, News & Media, and Topics. The Nutrition section is highlighted in the left sidebar, listing programs such as Child and Adult Care Food Program, Financial Management, Food Distribution, Resources, Webinars and Workshops, School Nutrition Programs, and Summer Food Service Program. The main content area is titled "NUTRITION" and includes a welcome message, a list of programs administered by the department, and contact information for language assistance services. A "Log in to IWAS" button is visible. A "What's New?" dropdown menu is open, showing recent updates like ICN Plans Sept. 30 Webinar on "Tools and Strategies for Emergency Preparedness in Schools" and Plan Something Special for National School Lunch Week.

# What's New?



**Illinois Extension**  
UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

## Upcoming Food Safety Trainings

- “Food Handler Training With COVID-19 Guidance” Jan. 27



**Illinois**  
State Board of  
Education

[www.isbe.net/nutrition](http://www.isbe.net/nutrition)

# What's New?



## Virtual Instructor-Led Trainings (VILTs)

### Topic(s):

- › Food Safety Fundamentals
- › Cleaning and Sanitizing
- › School Food Safety Programs
- › Facts About Foodborne Illness
- › Keeping Food Safe
- › Preventing Foodborne Illness
- › Norovirus in Schools
- › Norovirus in Child Care
- › Food Safety Basics
- › Food Safety in Child Care
- › Food Allergies for School Nutrition Managers and Staff
- › Introduction to Happy Mealtimes in Child Care
- › Basic Culinary Math
- › Financial Management for Managers
- › Focus on the Customer for Directors and Managers
- › Forecasting the Procurement of Foods
- › Buy American U.S. Agriculture Supporting Healthy School Meals
- › Nutrition 101
- › Utilizing the Cafeteria as a Classroom



# What's New?



## Farm to School Grant Program

- Deadline Jan. 10
- Questions? Email

[farmtoschool@usda.gov](mailto:farmtoschool@usda.gov)

<https://www.fns.usda.gov/cfs/resources-farm-school-grant-program-applicants>

# Food Distribution Program



ISBE'S USDA FOODS  
SHOW 2021-22

- Webinar
- Food Distribution Resource Roundup
- Processors



# What's New?

## Talk to ISBE Tuesday Webinar Series

- Last one scheduled is Dec. 14

[www.isbe.net/snpb2s](http://www.isbe.net/snpb2s)



SNP Back to School  
Virtual Conference



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# Verification Summary Report

Sponsor with NO approved Household Eligibility Applications



Sponsor with one or more approved Household Eligibility Applications



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

# Verification Timeline

## Sponsors with No Approved HEAs

**Nov. 1:** VSR opens in WINS

– Step 2

- Provide Direct Certification Data
- Submit the VSR

**Dec. 15:** VSR Due Date

## Sponsors with Approved HEAs

**Oct. 1:** VSR opens in WINS

– Step 1

- Count approved HEAs
- Conduct Verification

**Nov. 1:** VSR Steps 2-5 opened

- Complete Report

**Nov. 15:**

- Verification Process completed

**Dec. 15:** VSR Due Date

# CNP Emergency Operating Cost

Jan. 26, 2021,

USDA MEMO: [SP-06-2021, CACFP-05-2021](#)

Child Nutrition Program Emergency  
Operating Costs During COVID-19:  
Implementation Guidance



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Education

Emergency Operational Costs  
Reimbursement Program

School Nutrition Program

Equity • Quality • Collaboration • Community

[www.isbe.net/Documents/SNP-Emergency-Cost-Presentation-2021.pdf](http://www.isbe.net/Documents/SNP-Emergency-Cost-Presentation-2021.pdf)



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# Weekends and Holiday Meals

## **Seamless Summer Option:**

- may not provide meals over weekends or holiday breaks during the regular school year.
- weekend meals will remain available during unanticipated school closures.

## **Child and Adult Care Food Program At-Risk:**

- may provide meals during breaks and over weekends in a structured and supervised environment, with educational or enrichment activities provided for children.

# School Year 21-22 Food Supply Chain

- The U.S. Department Agriculture (USDA) and the Illinois State Board of Education (ISBE) Nutrition Department acknowledge a nationwide disruption in the food supply chain that is affecting all aspects of foodservice, including those that participate in the Child Nutrition Programs.
- The USDA is committed to working together with state agencies, School Food Authorities, the food industry, and other stakeholders to communicate school food supply chain challenges and to identify solutions. For School Year 2021-2022, the USDA has provided school meal program flexibilities, waivers, and training resources to help states and SFAs navigate supply chain issues and provide nutritious school meals that children need to learn, grow, and be healthy.

# New Supply Chain Disruption Webpage

Home > Nutrition > Resources, Webinars and Workshops > Supply Chain Disruptions in the Child Nutrition Programs



## NUTRITION

### SUPPLY CHAIN DISRUPTIONS IN THE CHILD NUTRITION PROGRAMS

#### SCHOOL YEAR 2021-2022 FOOD SUPPLY CHAIN DISRUPTIONS

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In an effort to better understand the supply chain issues here in Illinois please complete the linked survey. The information you provide will be used to help out your fellow schools out there that are struggling, and if you are struggling it lets us know that you need help and the type of help that you need!

#### Illinois Child Nutrition Program Food Service Supply Chain Survey

- Emergency Procurement Guidance
- Communication
- Partnerships
- Menus
- USDA Meal Pattern Waivers
- USDA Foods/DOD Fresh/Processing Pounds
- Additional Resources



# Supply Chain Disruption: Surveys

Home > Nutrition > Resources, Webinars and Workshops > Supply Chain Disruptions in the Child Nutrition Programs

NUTRITION  
Resources, Webinars and Workshops

Supply Chain Disruptions in the Child  
Nutrition Programs

## NUTRITION

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[Illinois Child Nutrition Program Food Service Supply Chain Survey](#)

Emergency Procurement Guidance



Communication



Partnerships



Menus



USDA Meal Pattern Waivers



USDA Foods/DOD Fresh/Processing Pounds



Additional Resources



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# Supply Chain Disruption: Procurement

- The methods of procurement authority under 2 CFR 200.320(c) provides SFAs with the flexibility to conduct emergency noncompetitive procurement(s) when an urgent need or emergency arises, such as the need to replace missing foods or paper goods with alternative sources or products quickly. Emergency noncompetitive procurement methods are a standing flexibility and **do not require a waiver**.
- When experiencing difficulties with obtaining the products you need/want, you can look at alternative emergency procurement options:
  - Purchase from a grocery store, wholesale/bulk food supplier, local business – you should still attempt to get the best prices you can, but we understand with limited time and resources SFA's will do their best.
  - Purchase produce from local farmers or farm cooperatives
  - Order through your DoD supplier
  - If you had multiple distributors and some dropped you and some are still delivering, see what other products the one(s) still delivering to you have and can provide to you. Discuss with them what they have and what they could get if you ordered enough of it and gave enough lead time.
  - Supplies: if you are having trouble getting supplies you need like disposable trays look into different color trays that are not as popular but available, look into bags, boxes, etc.



# Supply Chain Disruption: Communication

Internally: regularly brief and inform your food service staff, superintendent, school board, and faculty on the food supply landscape

Your families: Ensure families know that meal substitutions may occur because of supply chain issues and posted menus may change at the last minute. Social media and school website are great tools to share this message.

Vendors: Proactively reach out to understand vendor limitations and the landscape of food supply challenges. Share your cycle menu with them so they have an idea of what your district will need.



# Supply Chain Disruption: Partnerships

Partner with the neighboring SFAs who may be experiencing similar challenges to see if there is a way to work together. This can include sharing storage space, sharing product, working with a vendor to consolidate delivery to one location for both SFAs and the SFAs work on distributing the products to the appropriate schools.

Explore local or regional cooperative purchasing groups to increase buying power and access to products and services.

If you can't get deliveries from your distributor (maintain documentation of communication from current distributor), attempt to contact other distributors in your area – document who you contacted, when and response. Document what happened, your needs, your process.



# Supply Chain Disruption: Menus

Create menus that use products and recipes that are substitution-friendly. For example, if chicken is not available, ham or turkey can be used instead in salads, sandwiches, and meal bowls.

Create a cycle menu, whether it be 3, 4,5,6 weeks, use standardized recipes, and use the USDA Food Buying for Child Nutrition Programs as tools to improve the accuracy of food procurement forecasts for food distributors.

Place product orders earlier and forecast food needs for a longer period.

# Supply Chain Disruption: USDA Meal Pattern Waivers

The U.S. Department of Agriculture (USDA) has issued several nationwide waivers that are available to sponsors participating in the National School Lunch Program, School Breakfast Program, Seamless Summer Option, and Child and Adult Care Food Program for School Year 2021-2022. Please read each waiver carefully for details and conditions.



# Supply Chain Disruption: USDA Commodities

Contact ISBE's Food Distribution team to discuss your commodity food order and what ordering flexibilities are currently in place to increase your commodity food order. **This is FREE food that is delivered FREE to your school district. Please take advantage of available product.** For more information, please visit our [Food Distribution webpage](#) or email [fdp@isbe.net](mailto:fdp@isbe.net).



# Supply Chain Disruptions: Resources

USDA Food and Nutrition Service  
U.S. DEPARTMENT OF AGRICULTURE

## School Meals Supply Chain Issues During School Year 2021-2022



During school year (SY) 2021-2022, some Child Nutrition Program operators are concerned about possible challenges in purchasing and receiving food through their normal channels. Specifically, some School Food Authorities (SFAs) have experienced unanticipated cancellation of food and supply contracts, lack of availability of certain foods, unexpected substitution of food products, and increased food and supply prices. As a result, some SFAs are voicing concerns about their ability to obtain the types, amounts, and variety of foods needed to serve reimbursable meals consistent with prior planning.

The United States Department of Agriculture (USDA) is committed to working together with State agencies, SFAs, the food industry, and other stakeholders to communicate school food supply chain challenges and identify solutions. For SY 2021-2022, USDA has provided school meal program flexibility waivers, and training resources to help States and SFAs navigate supply chain issues and provide nutritious school meals that children need to learn, grow, and be healthy.

### Procurement Strategies

The methods of procurement authority under [2 CFR 200](#) provide SFAs with the flexibility to conduct emergency noncompetitive procurement(s) when an urgent need or emergency arises, such as the need to replace missing foods or paper goods with alternative sources or products quickly. Emergency noncompetitive procurement methods are a standing flexibility and **do not require a waiver**.

If SFAs experience canceled or reduced orders, they can consider purchasing smaller quantities of products through one or more local producers or small businesses instead of purchasing through a single, large transaction through a headline distributor. Leveraging local foods may help form connections with small, local business and producers entering into the school nutrition market, which can help create a more resilient food system.

Costs for last-minute replacement items or local foods may be higher. The increased school meal reimbursement rates SFAs receive when participating in the Seamless Summer Option (SSO) of the National School Lunch Program (NSLP) for SY 2021-2022 may help defray the additional costs of food items needed for meal service.

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FNS-917 October 2021

USDA Food and Nutrition Service  
U.S. DEPARTMENT OF AGRICULTURE

## Planning for a Dynamic School Environment During School Year 2021-2022

### A School Food Authority's Guide to School Meals: Summary of Flexibilities

While many schools will return to their regular cafeteria meal service this year, some may continue with socially distant meal service models, such as grab-and-go meals or meals in the classroom. Some schools will provide a virtual learning option for students who are not ready to return to in-person learning this fall, for example, due to an increased risk of severe illness and/or special healthcare needs.



### When to use meal service flexibilities

During school year (SY) 2021-2022, the following meal service flexibilities are available to schools:



**Non-congregate meal service**



**Meal time flexibility**



**Parent/guardian pick-up**

These flexibilities should only be used when needed due to the public health emergency. For example, a school that has returned to in-person learning for children would no longer need to provide parent/guardian pick-up of meals. However, if the same school unexpectedly needs to transition to virtual or hybrid learning for a period of time, the school could allow parents/guardians to pick up meals for their children during that time. (See [Question 4 of SP 15-2021](#).) Schools are also reminded of flexibilities available during [unanticipated school closures](#) under regular program policy.

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10-October 2021



## TIPS FOR NAVIGATING SUPPLY CHAIN DISRUPTIONS

### Communicate Early and Often

- **Communicate with Your School Community** – Regularly inform and advise your food service staff so that they have accurate information for their schools. As needed, inform administrators, teachers, families, and students about supply chain disruptions through updated menus, letters, emails, and/or social media. Reassure families that even though changes and substitutions may occur, students will continue to receive nutritious meals. Work with principals and administrators on these efforts so that everyone is informed.

#### Resource Alert! Materials for Communicating with Your School Community

Need some inspiration? [Here](#) you'll find sample materials that you can use to communicate about supply chain disruptions affecting school meals. Use them as is or customize them to best fit your needs. We've included a menu note, a letter/email and social media posts, available in both English and Spanish.

- **Talk with Your Colleagues** – Talk with fellow school nutrition directors to hear how they are managing supply chain disruptions. You never know who might be able to help with advice, a referral or emergency product.
- **Inform Your State Agency** – Communicate with your state agency early and often so that they are aware of the supply chain challenges you are dealing with. Your state agency can offer support, recommendations, and potentially additional commodity foods. Thanks to a recent [USDA waiver](#), you can still get reimbursed for a meal even if you are missing a component.

#### Tip! Leverage Meal Pattern Waivers and USDA Foods

- For the 2021-2022 school year, districts can request meal pattern waivers for [SBP](#), [NSLP](#), [SSO](#), and [SACEP](#). The current waivers are limited in scope, so work with your state agency to see what is allowable in your state and situation.
- Utilize and re-size USDA Foods to meet your needs. Cup sealing machines can be a great resource to transform large cans or containers into sealed, unitized items.



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# ISBE Supply Chain Disruption: Contact Information

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Phone: 1.800.545.7892 or 217.782.2491

Email: [cnp@isbe.net](mailto:cnp@isbe.net) or  
[nutritionprocurement@isbe.net](mailto:nutritionprocurement@isbe.net)



# Local Wellness Policy Update

- Public Act 102-0359
- School unused food sharing plan
- August 13<sup>th</sup>, 2021 - *effective immediately*



# Public Act 102-0359

Sec. 2-3.182. School unused food sharing plan. School districts shall incorporate a food sharing plan for unused food into their local wellness policy under Section 2-3.139. The food sharing plan shall focus on needy students, with the plan being developed and supported jointly by the district's local health department. Participants in the child nutrition programs, the National School Lunch Program and National School Breakfast Program, the Child and Adult Care Food Program (CACFP), and the Summer Food Service Program (SFSP) shall adhere to the provisions of the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program, to ensure that any leftover food items are properly donated in order to combat potential food insecurity in their communities. For the purpose of this Section, "properly" means in accordance with all federal regulations and State and local health and sanitation codes.



# Public Act 102-0359

- Schools should follow all health and sanitation codes
- Schools participating in the NSLP, SBP, CACFP, and/or SFSP should follow any applicable regulations
- Plans should be included in the Local Wellness Policy

# Public Act 102-0359

- Considerations:
  - Schools should aim to have as little leftover food as possible in the USDA's Child Nutrition Programs
    - Production records
    - USDA's Food Buying Guide
    - Marketing



# Resources

Food loss and waste continue to be an issue facing the nation's food supply. In order to prevent food waste, the District will make every effort to produce the precise number of meals needed on any given day by using production records and resources such as the USDA's Food Buying Guide. However, in the event excess food remains, the District will continue to provide food to students in need beyond the meals provided through the USDA School Nutrition Programs. Therefore, the District shall follow the established food sharing plan, in accordance with Public Act 102-0359, and federal and local regulations and sanitation codes:

- [List food sharing and/or donation practices implemented by the District. For examples of these activities, see the USDA's [What You Can Do to Help Reduce Wasted Food](#) guide and the [Food Waste Reduction Toolkit for Illinois Schools](#) from Seven Generations Ahead. Additional guidance on food donation in the Child Nutrition Programs can be found in USDA memos [SP 11-2012: Guidance on the Food Donation Program in Child Nutrition Programs](#) and [SP 41-2016: The Use of Share Tables in Child Nutrition Programs](#) .]

*[Effective August 13, 2021 [Public Act 102-0359](#) required Illinois school districts to incorporate a food sharing plan for unused food focused on students in need into their Local Wellness Policy. Plans must be consistent with the Richard B. Russell National School Lunch Act, as well as accompanying USDA guidance on the Food Donation Program, in addition to following applicable federal and state regulations and sanitation codes. Districts should work closely with their Local Health Departments when developing plans]*



# Resources

## Local Wellness Policy Content Checklist

This tool is intended to help schools meet the USDA regulations for Local Wellness Policies when developing the content of those policies. This checklist is not intended to take the place of the required triennial assessments of the Local Wellness Policy.

- Nutrition Education** – Specific goals for Nutrition Education are included in the Local Wellness Policy. These goals were developed using evidence-based strategies.
- Nutrition Promotion** – Specific goals for Nutrition Promotion are included in the Local Wellness Policy. These goals were developed using evidence-based strategies. Please note, USDA expects LEAs to review “Smarter Lunchroom” tools and strategies, at a minimum.
- Physical Activity** – Specific goals for Physical Activity are included in the Local Wellness Policy. These goals were developed using evidence-based strategies.
- Other School-Based Activities that Promote Student Wellness** – Specific goals for Other School-Based Activities that Promote Student Wellness are included in the Local Wellness Policy. These goals were developed using evidence-based strategies.
- Nutrition Standards for School Meals** – Nutrition standards for school meals that are consistent with the Federal regulations are included in the Local Wellness Policy.
- Nutrition Standards for Competitive Foods** – Nutrition standards that are consistent with the Federal regulations for competitive food and beverage items (i.e. Smart Snacks in Schools nutrition standards) sold to students on the school campus during the school day are included in the Local Wellness Policy.
- Standards for All Foods and Beverages Provided, but Not Sold** – Standards for all foods and beverages provided, but not sold to students (e.g. classroom parties, rewards, etc.) are included in the Local Wellness Policy. These standards are developed at the local level.
- Food and Beverage Marketing** – Policies that allow the marketing of only food and beverage items that meet Smart Snacks in School nutrition standards are included in the Local Wellness Policy.
- Wellness Leadership** – The position title of the LEA or school official(s) responsible for Local Wellness Policy oversight is identified in the Local Wellness Policy.
- Public Involvement** – Language permitting the school community, including parents and students, and the general public to be involved in Local Wellness Policy processes, including development, implementation, and periodic reviews and updates, is included in the Local Wellness Policy.
- Triennial Assessments** – Language regarding the completion of triennial assessments is included in the Local Wellness Policy. Please note, LEAs may conduct assessments more often than every three years. Local Wellness Policies must be updated or modified as appropriate.
- Reporting** – Language outlining measures taken by the LEA to ensure public notification and access to the Local Wellness Policy and any assessments, reviews, and updates is included in the Local Wellness Policy.
- Unused Food Sharing Plan** – In reference to Public Act 102-0959, language regarding the LEA’s unused food sharing plan is included in the Local Wellness Policy.



### Local Wellness Policy Triennial Assessment

Sponsors participating in the National School Lunch Program and/or School Breakfast Program are required to have a Local Wellness Policy. At a minimum, the Local Wellness Policy must be assessed once every three years. This is referred to as the Triennial Assessment. Triennial assessments must determine, for each participating site under a sponsor’s jurisdiction, 1) compliance with the wellness policy, 2) progress made in attaining the goals of the wellness policy, and 3) how the wellness policy compares to model wellness policies.

Sponsor Name: \_\_\_\_\_ Site Name: \_\_\_\_\_  
 Date Completed: \_\_\_\_\_ Completed by: \_\_\_\_\_

**Part I: Content Checklist**

Below is a list of items that must be addressed in Local Wellness Policies, based on U.S. Department of Agriculture (USDA) and state guidance. Check the box for each item included in your Local Wellness Policy. For any box that is not checked, consider taking steps to add the item(s) to the policy in the future. For more information, see [SBE’s Local Wellness Policy Content Checklist](#).

<input type="checkbox"/> Goals for Nutrition Education	<input type="checkbox"/> Nutrition Standards for School Meals	<input type="checkbox"/> Wellness Leadership
<input type="checkbox"/> Goals for Nutrition Promotion	<input type="checkbox"/> Nutrition Standards for Competitive Foods	<input type="checkbox"/> Public Involvement
<input type="checkbox"/> Goals for Physical Activity	<input type="checkbox"/> Standards for All Foods/Beverages Provided, but Not Sold	<input type="checkbox"/> Triennial Assessments
<input type="checkbox"/> Goals for Other School-Based Wellness Activities	<input type="checkbox"/> Food & Beverage Marketing	<input type="checkbox"/> Reporting
<input type="checkbox"/> Unused Food Sharing Plan		

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Goals	Meeting	Partially Meeting	Not Meeting	Next Steps (If Applicable)
Nutrition Promotion				

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3. List any next steps that can be taken to make the changes discussed above.

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# Resources

## Local Wellness Policy Fact Sheet

The Healthy, Hunger-Free Kids Act of 2010 (HHFKA) requires all sponsors participating in the National School Lunch Program (NSLP) and/or School Breakfast Program (SBP) to establish a written Local Wellness Policy for all participating sites under its jurisdiction. Local Wellness Policies aim to promote sound nutrition and overall student health, while also reducing childhood obesity and providing transparency to the public about the organization's wellness environment. Sponsors have the flexibility to develop their own Local Wellness Policy that best meets the needs of their community, but ultimately must meet the minimum requirements set forth by the USDA.

### Regulations

USDA's [Final Rule: Local School Wellness Policy Implementation Under the HHFKA of 2010](#) was published on July 29, 2016. Sponsors are also encouraged to review USDA's [Summary of the Final Rule and Policy Memo SP 24-2017](#) for additional guidance.

### Policy Content

At a minimum, USDA requires that Local Wellness Policies contain language regarding the following areas:

- ❖ Goals for Nutrition Education
- ❖ Goals for Nutrition Promotion
- ❖ Goals for Physical Activity
- ❖ Goals for Other School-Based Wellness Activities
- ❖ Nutrition Standards for School Meals
- ❖ Nutrition Standards for Competitive Foods
- ❖ Standards for All Foods/Beverages Provided, but Not Sold
- ❖ Food & Beverage Marketing
- ❖ Policy Leadership
- ❖ Public Involvement
- ❖ Triennial Assessments
- ❖ Reporting

**Effective Aug. 13, 2021:** [Public Act 102-0359](#) requires Illinois school districts to incorporate a food sharing plan for unused food focused on students in need into their local wellness policy.

Check out ISBE's [Local Wellness Policy Content Checklist](#) for more information. Sponsors may also use ISBE's [Local Wellness Policy Template for Schools](#) and [Local Wellness Policy Template for RCCLs](#) when developing their policies.

### Policy Review

Per USDA regulations, Local Wellness Policies must be assessed at least once every three years; this is commonly referred to as the triennial assessment. Triennial assessments must describe:

#### Training

View ISBE's recorded webinars for more details and training hours on Local Wellness Policies:

- [Local Wellness Policy Content Requirements](#)
  - [Slides](#)
- [Local Wellness Policies: Completing the Triennial Assessment](#)
  - [Slides](#)



- 1) The extent to which each participating site under the jurisdiction of the sponsor is in compliance with the local wellness policy
- 2) The extent to which the local wellness policy compares to model local wellness policies
- 3) Progress made in attaining the goals of the local wellness policy

A triennial assessment must be completed for each participating site under the jurisdiction of the sponsor. These assessments are completed at the local level by the sponsor and sponsors have the discretion to determine who within the organization is best suited to conduct the assessments. Sponsors are encouraged to use ISBE's [Triennial Assessment Template](#) when completing the reviews.

For existing sponsors, the first triennial assessment must be completed by June 30, 2020. For sponsors that notified ISBE of their decision to opt-in to the Nationwide Waiver of Local School Wellness Policy Triennial Assessments in the National School Lunch and School Breakfast Programs, the first triennial assessment is due June 30, 2021. A list of sponsors approved for the due date extension can be found [here](#). For new sponsors, the triennial assessment is due 3 years after the sponsor's program start date.

Sponsors must maintain documentation of:

- 1) The Local Wellness Policy
- 2) Triennial Assessments
- 3) Documentation demonstrating compliance with community involvement requirements, including requirements to make the local wellness policy and triennial assessments available to the public

These records will be reviewed by an ISBE monitor during the School Nutrition Programs Administrative Review.

### Additional Resources

Check out [USDA's Local Wellness Policy webpage](#) for additional resources, including:

- Team Nutrition's [Popular Events Idea Booklet](#)
- CDC's [Putting Local School Wellness Policies into Action: Stories from School Districts and Schools](#)
- Alliance for a Healthier Generation's [Model Wellness Policy](#)
- And much more!

### Questions?

For questions related to Local Wellness Policies, please contact Beth Tanner of ISBE's Nutrition Department at [btanner@isbe.net](mailto:btanner@isbe.net). The Nutrition Department can also be reached by phone at (800) 545-7892 or (217) 782-2491 and by email at [GNP@isbe.net](mailto:GNP@isbe.net).



# Resources

- ISBE's Local School Wellness Policy Webpage:  
<https://www.isbe.net/pages/local-school-nutrition-wellness-policy.aspx>
- USDA's Local School Wellness Policy Webpage:  
<https://www.fns.usda.gov/tn/local-school-wellness-policy>



# Any Questions?



# Contact Information

Nutrition Department  
Illinois State Board of Education  
100 N. First St., W-270  
Springfield, IL 62777-0001

**Telephone:** (800) 545-7892 in Illinois only  
(217) 782-2491

**Fax:** (217) 524-6124

**Email:** [cnp@isbe.net](mailto:cnp@isbe.net)

**Website:** [www.isbe.net/nutrition](http://www.isbe.net/nutrition)

## Contact Us

