

THE OUTLOOK



Your Guide to School-Based Child Nutrition Programs

January 2014

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Grant Funds Available to Support School Breakfast Programs!

ISBE released a Request for Proposals (RFP) for School Breakfast Program (SBP) Expansion Grants. ISBE will award up to \$187,000 (\$10,000 per district with at least one qualifying school) for the purpose of increasing school breakfast participation. A “qualifying school(s)” is a school participating in NSLP that served 40 percent or more of its lunches to students eligible for free or reduced price in school year 2011-2012. Priority will be given to those SFAs with qualifying schools in which in October 2012, had at least 75 percent of the students eligible for free or reduced price school lunches under the NSLP, at least 60 percent of students participating in the lunch program, and less than 20 percent of students participating in the breakfast program. Deadline to apply is February 14, 2014. The SBP Expansion Grant RFP is posted at http://www.isbe.net/funding_opps/htmls/rfp.htm.

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School Food Service Account Revenue from the Sale of Non-Program Foods

School Program regulations at 7 CFR 210.14 (f) require all revenue from the sale of non-program foods to accrue to the nonprofit school food service account. *Non-program food* is defined as food sold in a school at any time or location on the school campus (other than reimbursable meals) purchased using funds from the non-profit school food service account. Please note that this is different from *competitive food* which is defined as all food (other than reimbursable meals) sold to students during the school day.

Due to the changes required by Section 206 of the Healthy, Hunger-Free Kids Act, all revenue from the sale of non-program foods sold in schools at any time or location on the school campus must accrue only to the school food service account and is no longer allowed to benefit student organizations or school programs.

Though “revenue sharing” is no longer allowed, there are ways that school food service can continue to partner with school programs and student organizations. It is still possible for the school food service to purchase goods for other entities officially sanctioned by the school through existing food service contracts, as long as the purchase cost is paid in full by the other entity, including any labor costs associated with purchasing these goods. If the school food service is used to provide goods and/or services for entities officially sanctioned by the school, the school food service must be fully reimbursed for any and all costs due to these arrangements. The additional purchase also must not create a material change in the school food authority’s (SFA) contracts.

In arrangements where the school food service labor is used to prepare goods for an outside entity (e.g., catering), the school food service must ensure that all costs, including labor and any other costs incurred, are covered by the entity which is being served by the school food service operations. Since estimating these costs may be difficult, school food service should be cautious that food service funds are not lost when entering into these types of arrangements.

When entering into arrangements with outside entities, the school food service is best served having an agreement in place regarding costs and all other terms and conditions, including a stipulation that all risk relating to revenue losses must be covered by the outside entity and not the school food service.

A common example of how school approved organizations can still work with school food service includes a sports team wishing to hold a fundraiser during a sporting event. The sports team could pay the school food service for the full cost of food purchased through an existing

food service contract and any labor it incurs in ordering the extra food (and any other role the school food service may play, e.g., preparing food). The sports team can then sell the food at the sporting event and keep any revenue from those sales.

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Meal Service Mandates

There are **two meal service requirements** that may impact your school building this summer and/or the next school year.

Summer Breakfast and/or Lunch Program

Public Act 096-0734 requires a school district to implement a summer breakfast and/or lunch program for the duration of the summer school program in all schools which as of October 2013 had 50 percent or more of the student population eligible for free or reduced-price meals AND operates a summer school program in that building. The school must feed the children in the summer school program and open the doors to the community for children 18 years of age and under.

ISBE administers two federal nutrition programs, the National School Lunch Program's Seamless Summer Option and the Summer Food Service Program to assist you in implementing a successful program and to supplement the cost of providing the program. For additional information on this legislation, including general questions regarding implementation and the opt-out provision, go to http://www.isbe.net/nutrition/htmls/summer_regs_policies.htm.

School Breakfast Program

Public Act 96-0158 requires each school district in this State to implement and operate a School Breakfast Program by the first day of the 2014-2015 school year in each school building within its district in which as of October 2013 had 40 percent or more of the students eligible for free or reduced-price lunches in the prior school year (FY14).

ISBE administers the federally-funded School Breakfast Program and the state-funded IL Free Breakfast Program to assist you in implementing a successful program and to supplement the cost of providing the program. For additional information on this legislation, including the opt-out provision, go to http://www.isbe.net/nutrition/htmls/hb_756.htm.

To determine whether or not your school is required to operate the Summer and/or School Breakfast Program, FY2014 free and reduced-price eligibility percentages will be posted at http://www.isbe.net/nutrition/htmls/eligibility_listings.htm in January once October claims are finalized.

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Effective Date of Household Eligibility Applications

The USDA recently issued updated policy on the effective date of household eligibility applications in the National School Lunch (NSLP) and School Breakfast Programs (SBP) and free milk in the Special Milk Program (SMP).

The *USDA's Eligibility Manual for School Meals* provides that the determination, notification, and implementation of free or reduced price meal status be made within ten operating days from the date the application is received by the LEA. **Therefore, if the LEA chooses, it could establish the date of submission of an application as the effective date of eligibility, rather than the date the official approves it.** This flexibility applies to eligibility determinations made through the application process only, and only to complete applications containing all required information at the time of submission (see part 3C of the *Eligibility Manual*). LEAs can use this flexibility when processing household income applications, as well as when waiting for documentation of other source categorical eligibility (e.g., for homeless or migrant children) indicated on a household application.

LEAs exercising this flexibility must do so for all students in all participating schools and Programs. In addition, LEAs must have a method to document the date the application was submitted, such as a date stamp, and must refund any money paid by or on behalf of the child for a reimbursable meal or milk prior to the eligibility determination, including forgiving accrued debt.

For example, if a child had paid for full price meals and was subsequently determined eligible for reduced price meals, the LEA could adjust the claim to have the previously-served meals reimbursed as reduced price, rather than paid. In turn, the LEA must refund the difference between the total amount paid for the full price meals and the total amount that would have been paid for reduced price meals from the date the application was submitted to the LEA to the date the eligibility determination was made. Similarly, the same amount must be removed from any debt accrued by the child for meals served without payment. For example, the school has a policy that allows a child to receive a meal even if s/he does not have money to pay for a reduced price or paid meal. Under this policy, a child received five lunches after submitting an application, but prior to being determined to be eligible to receive reduced price meals. If this child was in debt for the full price (\$3.00) for each of the five lunches (\$15.00) and the LEA charges \$0.40 for a reduced price lunch, the LEA may claim the five lunches as reduced price if it adjusts the debt to reflect only the cost of five reduced price lunches (\$2.00). If this child had spent \$15.00 instead of accruing a debt, the LEA must refund the difference between the cost of five paid lunches and five reduced price lunches or \$13.00. **The LEA can only claim those meals at the higher reimbursement rate if the child is given a refund or their debt is discharged.**

The USDA anticipates that this flexibility would be used primarily at the beginning of a school year for newly eligible children. Additionally, the USDA expects this flexibility to have a limited application insofar as the majority of eligible children would either be directly certified at the beginning of a school year or would continue to receive free or reduced price meals under the eligibility carryover provision.

Use of this flexibility is at the LEA's discretion; however, an LEA implementing this flexibility must notify its State agency. For school year 2013-2014, if an LEA wishes to implement this flexibility, **please submit such request to Roxanne Ramage at rramage@isbe.net no later than February 15, 2014.** Such request must include the agreement number, name of the LEA, and the process in which the LEA will use to ensure that all requirements set forth above are adhered to. Such notification for subsequent school years will be submitted electronically via the WINS Sponsor Questionnaire.

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Food Distribution and the Illinois Commodity System Training

ISBE will host in-person trainings at the following locations that will focus on the Illinois Commodity System. This training will cover placing annual USDA Foods orders, diversions to

processors, the Department of Defense (DoD) Fresh Fruit and Vegetable Program, and additional monthly processes to teach better management of USDA foods.

- January 15 – Marion
- January 16 – Fairview Heights

Registration is available at <http://www.isbe.state.il.us/nutrition/> under Upcoming Workshops.

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Training Opportunities for School-Based Child Nutrition Programs

Every third Tuesday from 2:00pm – 3:30pm, ISBE’s Nutrition and Wellness Programs Division will host a webinar detailing a variety of NSLP regulations. In case this date and time is not convenient for you or your staff, each webinar will be recorded and archived for future viewing <http://www.isbe.net/nutrition/htmls/workshops.htm> (National School Lunch Program). Below is the list of training topics, along with registration information.

NOTE: February and March’s webinars were switched. Those registered should have received an email confirming the new date(s) as shown below and do not need to re-register. Webinars are recorded and you may view at a later time.

Training Tuesday Webinars (July 2013 - May 2014)		
Date	Topic	Registration Link
7/16/2013	Benefit Issuance and Meal Counting	Available under Archived Webinars
8/20/2013	Electronic Direct Certification	
8/27/2013	Certification of Eligibility	
9/17/2013	Verification	
10/15/2013	NSLP/SBP Menu Planning	
11/19/2013	New Admin Review	
12/17/2013	USDA Foods	
1/21/2014	Implementing the School Breakfast Program	
NEW DATE! 2/18/2014	Paid Lunch Equity	https://www1.gotomeeting.com/register/488502080
NEW DATE! 3/18/2014	Heart Healthy Month - Focus on Fat and Sodium Reduction in School Meals	https://www1.gotomeeting.com/register/636191192
4/15/2014	Special Diets / Accommodations/Allergies	https://www1.gotomeeting.com/register/164631233
5/20/2014	Local School Wellness Policies	https://www1.gotomeeting.com/register/672001681

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SY15 Annual Order Period for USDA Foods is Approaching

The Illinois Commodity System (ICS) will be accepting orders beginning **February 15, 2014** for next school year. The order will need to be completed by **March 15, 2014**.

Schools that choose to divert USDA Foods to processors should watch the ICS message board on **March 22, 2014** for important news regarding processors that are getting trucks. Orders placed with processors that do not get a truck can be changed to those processors that are getting trucks from **March 22 through March 30, 2014**. If you placed an order with a processor that didn't get a truck, that order will be deleted and your entitlement will be adjusted accordingly.

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SNA Webinar: Learn the Benefits and How-To's of Becoming SNA-Certified

With professional standards from USDA on the horizon, it's never been more important to invest in training and education for yourself. On Tuesday, February 25, 2014 at 2pm ET, learn the benefits of becoming certified; the requirements to earn certification at levels 1, 2, and 3; and how you can get started on your certification. Register to participate via this link: <https://www2.gotomeeting.com/register/913994810>.

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School Nutrition Industry Conference – 2014

The Illinois School Nutrition Association (ILSNA) in partnership with the Illinois State Board of Education will host the School Nutrition Industry Conference (SNIC) at two locations this year! SNIC will be held on February 18, 2014 (Tuesday) in Lisle and on February 19, 2014 (Wednesday) in Springfield. The focus of this year's SNIC will be on the USDA's Smart Snacks in Schools Rule that will be effective July 1, 2014. You will not want to miss this opportunity to see the products available that meet the new requirements. Visit www.ilsna.net or contact Cindy Coffman, ILSNA's Executive Director at (217) 529-6578 (info@ilsna.net) for complete information. Register today!

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Crediting Smoothies at Breakfast and Lunch

USDA recently updated guidance on how smoothies offered in Child Nutrition Programs are credited. Answer the following "True or False" questions to test your Smoothie IQ.

Q. Dairy and soy yogurt may be credited as a meat alternate in smoothies prepared onsite by program operators at breakfast only.

A. True.

Q. For both breakfast and lunch, Milk may be credited toward the fluid milk requirement in smoothies prepared by program operators.

A. True.

Q. Fruit can be credited as fruit juice toward the fruit requirement at lunch only.
A. False. Fruit can be credited as fruit juice toward the fruit requirement for both lunch and breakfast. It is not recommended to offer a smoothie at both breakfast and lunch on the same day. Since fruit served in smoothies is counted as juice toward the daily and weekly fruit requirement, schools must limit the amount of juice offered to children to no more than half (50 percent) of the weekly fruit offerings in the NSLP and SBP.

Q. Commercially prepared smoothies may only credit toward the fruit component.
A. True.

In addition, smoothies may not contain nutritional supplements. For further information refer to SP 10-2014, Smoothies Offered in Child Nutrition Programs at <http://www.fns.usda.gov/sp10-cacfp05-sfsp10-2014-smoothies-offered-child-nutrition-programs>.

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National Nutrition Month, March 2014

The Academy of Nutrition and Dietetics has announced the 2014 National Nutrition Month ® theme, Enjoy the Taste of Eating Right at <http://www.eatright.org/nnm/>. Visit the website for press releases in English and Spanish and other materials to recognize National Nutrition Month.

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National Health Observances Calendar

The National Health Observances (NHOs) Calendar provides information on special days, weeks, or months related to important health topics. Toolkits are provided for many of the health promotions, to help increase awareness and education around that topic. The website is located at http://activelivingresearch.org/files/ALR_Infographic_Schools_April2012.jpg

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New Cookbook with Standardized Recipes Available to Download

Vermont's Farm to School Food Education Every Day (FEED), a collaboration of Food Works, announces the *New School Cuisine: Nutritious and Seasonal Recipes for School Cooks by School Cooks* developed through a USDA Team Nutrition Grant. The online cookbook contains 78 recipes and four chapters, Soups and Salads, Fruits and Vegetables, Grains, and Meat and Meat Alternates in addition to resources and a recipe index. Go to <http://www.vtfeed.org/tools> to download the cookbook in whole or by chapter.

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Let's Cook Healthy Meals Cookbook

The *Let's Cook Healthy School Meals* is a new resource developed by Project Bread, A Fresh Approach to Ending Hunger (SM). The Cookbook contains 101 kid-friendly recipes, developed by teams of professional chefs and school foodservice professionals. The 101 recipes are categorized by Meat and meat alternates, vegetables (subcategories), grains, and sauces, dressings, toppings and seasonings. Each recipe contains nutritional information on calories, sodium and saturated fat and crediting information. Download a copy of this cookbook at [http://support.projectbread.org/site/DocServer/Project Bread s Let s Cook Healthy Meals Cookbook.pdf?docID=8082](http://support.projectbread.org/site/DocServer/Project_Bread_s_Let_s_Cook_Healthy_Meals_Cookbook.pdf?docID=8082). The cookbook was funded by Arbella Insurance Foundation and Bay State Milling.

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My Plate Resources Now Available in Spanish from Team Nutrition



Alliméntate bien para jugar con ganas

This two-sided mini poster shows MiPlato on one side and explores the five food groups on the reverse.

<http://teamnutrition.usda.gov/Resources/servinupmyplate.htm#miniposter>

This handout compliments the **MiPlato en casa** parent handout from the **Serving Up MyPlate** curricula.

<http://teamnutrition.usda.gov/Resources/servinupmyplate.htm>



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CALENDAR OF EVENTS January 2014

- 1 ISBE Office closed in observance of New Year's Day
- 13-20 Make changes, if needed, for next month's USDA Foods delivery
- 15 Deadline to submit request to Regional Office of Education to opt-out of Summer Food Service Mandate

- 15 Food Distribution and the Illinois Commodity System Training- Marion
Register at <http://www.isbe.state.il.us/nutrition/> under *Upcoming Workshops*
- 16 Food Distribution and the Illinois Commodity System Training- Fairview Heights
Register at <http://www.isbe.state.il.us/nutrition/> under *Upcoming Workshops*
- 20 ISBE Office closed in observance of Martin Luther King, Jr. Day
- 21 Training Tuesday Webinar – Implementing the School Breakfast Program
2:00-3:30 pm
Register at <http://www.isbe.net/nutrition/>



Nutrition and Wellness Programs

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If you wish to file a Civil Rights program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221-5689, which is also in Spanish or call the [State Information/Hotline Numbers](#) (click the link for a listing of hotline numbers by State); found online at http://www.fns.usda.gov/snap/contact_info/hotlines.htm.

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