

The OUTLOOK

Nutrition Programs

Illinois State Board of Education

Kudos to the Summer Food Service Program and Seamless Summer Option

Congratulations to the following 38 school districts for operating the Summer Food Service Program or Seamless Summer Waiver this summer. Their efforts helped children receive nutritious meals and snacks. We encourage all school districts to consider providing this service for fiscal year (FY) 2007.

School Districts With Schools Participating in the Summer Food Service Program

1. Alton Community Unit School District 11 Alton
2. Bellwood School District 88..... Bellwood
3. Bloomington School District 87 Bloomington
4. Brooklyn School District 188 Lovejoy
5. Catholic Diocese of Belleville Belleville
6. Chicago Heights School District 170 Chicago Heights
7. Christopher Unit 99 Christopher
8. Du Quoin Community Unit School District 300 Du Quoin
9. East Alton School District 13 East Alton
10. Effingham Community Unit School District 40 Effingham
11. Freeport School District 145..... Freeport
12. Harvey School District 152 Harvey
13. Macomb Community Unit School District 185..... Macomb
14. Murphysboro Community Unit School District 186 Murphysboro
15. Pekin Public School District 108..... Pekin
16. Pembroke Community Consolidated School District 259..... Hopkins Park
17. Peoria School District 150 Peoria
18. Prairie-Hills Elementary School District 144..... Markham
19. Quincy School District 172 Quincy
20. Red Hill Community Unit School District 10 Bridgeport
21. South Holland School District 151 South Holland

bulletin board

August 2006 Outlook

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Important Dates

- Sponsor and Site Application—Completion date no later than September 15, 2006
- National School Lunch Week, Vote for School Lunch, October 9–13, 2006

Schools Districts Participating in the Summer Seamless Option

1. Beardstown Community Unit School District 15Beardstown
2. Belleville School District 118.....Belleville
3. Champaign Community Unit School District 4.....Champaign
4. City of Chicago School District 299.....Chicago
5. Community Unit School District 300.....Carpentersville
6. Dallas City Community Unit School District 336.....Dallas
7. DeSoto Consolidated School District 86.....DeSoto
8. Dolton School District 148.....Dolton
9. East St. Louis School District 189.....East St. Louis
10. Hawthorn Community Consolidated School District 73.....Vernon Hills
11. Kankakee School District 111.....Kankakee
12. Ludlow Community Consolidated School District 142.....Ludlow
13. McLean County Unit District No. 5.....Normal
14. Mt. Vernon School District 80.....Mt. Vernon
15. Rock Island School District 41.....Rock Island
16. South Beloit Community Unit School District 320.....South Beloit
17. St. Anne Community High School District 302.....St. Anne

For information on the Summer Food Service Program and Summer Seamless Option, visit <http://www.isbe.net/nutrition/htmls/summer.htm>.

School Wellness Policy News

The School Wellness Policy Task Force convened in July to discuss state nutrition standards and how to evaluate local wellness policies in a select number of school districts.

2006 Local Wellness State Agency Grant Summary—USDA provided Illinois funding through the 2006 Local Wellness State Agency Grant to conduct the following activities.

- **Statewide Needs Assessment**—Illinois Nutrition Education and Training (NET) staff and the Illinois Action for Healthy Kids team will coordinate and complete a statewide survey of administrators and school food authorities (SFAs) to assess training needs for local wellness policy implementation and evaluation.
- **School Food Authority Training Grants**—SFAs submitted microgrant applications this summer to receive funding to use in delivering or participating in training directly related to development, implementation, or evaluation of local wellness policy initiatives.
- **Community Local Wellness Policy Training Workshops**—50 local-level workshops will be presented by the University of Illinois Extension to approximately 1,000 persons. The goal is to assist schools in building parent and community awareness and support for local wellness policy development and implementation.
- **Regional Training Workshops for School District Local Wellness Policy Teams**—Illinois NET delivered training programs to 29 regional sites this past spring.

Attend KidsFest! In October!

October 12–14, 2006

Are you looking for ways to positively impact student wellness? Want to learn more about nutrition and physical activity for kids? Are you looking for wellness policy resources? Then do not miss this fun and free exposition for

K-8th graders and their families this October at the DuPage Expo in St. Charles, Illinois October 12–14, 2006.

Over 3,500 persons attended last year's event. Ninety-three percent of 2005 KidsFest attendees plan to attend this year's event. Teachers and administrators said "This is really great!" and praised the "Great resources." This three-day event features exhibits, food tasting, demonstrations, and more! Schools are encouraged to arrange for field trips. Visit www.kidseatwell.org for event, sponsor, and field trip information.



Administration

Applications and Reports

- **Annual Sponsor/Site Applications** are now available through IWAS (ISBE Web Application Security)/ Application and Claim Entry System (ACES) and due no later than September 15, 2006. For instructions on completing the applications, go to <http://www.isbe.net/nutrition/htmls/instructions.htm>.
- The **Child Nutrition Annual Financial Report (AFR)** is no longer required from **public schools**. This data will instead be pulled from the Illinois School District Annual Financial Report, which includes data on child nutrition programs. While still due from all SFAs other than public schools, it will be incorporated into the Sponsor Application, instead of being housed as a separate report in ACES. The FY06 AFR can be completed through the FY07 Sponsor Application.
- The **October Addendum** is no longer required. This data will instead be pulled from each site's October Claim for Reimbursement.

2006–2007 School-Based Child Nutrition Rates for Reimbursement

Effective July 1, 2006, Through June 30, 2007

National School Lunch Program

	Less Than 60 Percent	60 Percent or More
Paid	\$0.23	\$0.25
Reduced-Price	\$2.00	\$2.02
Free	\$2.40	\$2.42
The maximum price for a student reduced-price lunch is \$0.40.		

School Breakfast Program

	Non-Severe Need	Severe Need
Paid	\$0.24	\$0.24
Reduced-Price	\$1.01	\$1.26
Free	\$1.31	\$1.56
The maximum price for a student reduced-price breakfast is \$0.30.		

Special Milk Program

	All Milk	Paid Milk	Free Milk
Pricing Program Without Free Option and Non-Pricing Programs	\$0.145		
Pricing Program With Free Option		\$0.145	Average cost per 1/2 pint of milk

After-School Snacks in After-School Care Programs

Paid	\$0.06
Reduced-Price	\$0.32
Free	\$0.65
The maximum price for a student reduced-price after-school snack is \$0.15.	

Food Distribution Program

Planned Assistance Level (PAL) \$0.1675 per lunch

Illinois Free Breakfast and Lunch Programs

\$0.1150 per each free breakfast and/or lunch

Carryover of Previous Year's Eligibility

Given the emphasis placed on prompt determinations and on ensuring access to program benefits, beginning with the start of the 2006–2007 school year, schools are required to carry over eligibility determinations from the previous year up to 30 operating days into the subsequent school year or until a new application eligibility determination has been made, whichever comes first.

- The school district can determine how long (up to 30 operating days at the beginning of the school year) to carryover the previous year's free and reduced-price applications. Therefore, a school district could choose a lesser period of time; for example, 20 days carryover, and notify households that they must submit a new household application for the new school year by a certain date before the 20-day period expires.
- As in the past, applications should be reviewed and an eligibility determination made within ten working days of the receipt of the application. Whenever possible, applications should be processed immediately, particularly for new students who do not have approved applications on file from the previous year. A new eligibility determination in the current year supersedes the carryover eligibility. Therefore, if a student was eligible for free meals in the previous school year and is approved for reduced-price meals on the tenth operating day of the current school year, he receives free meals for the first nine operating days, then begins reduced-price meals on the tenth operating day (date of new eligibility determination).
- If a school provides benefits for a child during the first 30 operating days of the school year based on the previous year's eligibility, and receives the current year application for the household and determines there is a change in the household eligibility, it is not necessary to provide the notice of reduction or termination of benefits at the end of the 30 days. However, it is necessary to notify the family of their eligibility status based on the new/current application, as indicated above. Denial of benefits must be in writing. A sample Denial/Approval Notification Letter is located at www.isbe.net/nutrition/htmls/household_eligibility.htm under *Additional Forms*.
- New eligibility determinations remain in effect for the rest of that school year and up to 30 operating days into the following school year, unless a change is necessary as a result of the verification activities, temporary approvals are exhausted, or a family willingly submits a new application and a new determination is made.
- In regards to verification, if the 30-operating-day carryover of applications goes beyond the October 1 date for determining verification sample size (which could be the case if school starts after August 21), the school district should **NOT** include the applications from the previous school year in determining the number of approved applications on file as of October.

ATTENTION: Error-Prone Chart

NOTE: Do not use the Error-Prone Chart found on the backside of the Income Eligibility Guidelines released at the administrative Windows of Wellness workshops in June. An error was found. An updated version can be found at http://www.isbe.net/nutrition/htmls/forms_sbn.htm#house.

Severe Need Breakfast Reimbursement

What is Severe Need Breakfast reimbursement?

A school food authority may be eligible to receive a higher rate of reimbursement for the breakfasts served to eligible children in a school site if the following criteria are met:

- Forty percent or more of the lunches claimed at the site in the second preceding school year were served free or at a reduced price
- The site is participating in or initiating a school breakfast program

If my site is eligible, how do I apply for this higher rate of reimbursement?

Eligibility for Severe Need Breakfast reimbursement is automatically determined for each site based on the lunches actually claimed in the second preceding school year (2004–05 for the coming school year). If the site is eligible, a statement will appear on the site application in ACES to that effect. Once the box is marked requesting participation, pre-filled data will appear to document the lunch claims. If a site is **not** eligible to receive the Severe Need Breakfast reimbursement a statement will appear indicating the site is not eligible.

For any questions on Severe Need Breakfast reimbursement, contact Nutrition Programs staff at 800/545-7892. A fact sheet on the program is available on the division website at http://www.isbe.net/nutrition/pdf/severe_need_fact_sheet.pdf.

School Breakfast Program Start-Up Grants Available in 2006–2007

On June 30, 2006, Governor Rod Blagojevich signed SB2336 amending the School Breakfast and Lunch Program Act and the Childhood Hunger Relief Act that requires more Illinois schools to implement a breakfast program. The law stipulates that all public schools in which at least 40 percent of the students are eligible for free or reduced-price lunches must also provide a breakfast meal. The amendments provide clarification on how schools that do not participate in the National School Lunch Program will determine if they are mandated to implement breakfast. Provisions are included in the law to allow a school district to opt out of the breakfast program under certain financial circumstances. To view the full text of the amended laws as enrolled go to <http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=094-0981>.

To assist schools in overcoming some of the barriers associated with starting a new program, the Illinois State Board of Education is offering Breakfast Start-Up Grants of up to **\$3,500 per school**. Any school that did not participate in the School

Breakfast Program (SBP) during the 2005–06 school year and agrees to operate a SBP for a period of not less than three years from the date that meal service is initiated, is eligible to apply. The school must also operate a breakfast program for a minimum of 20 days during the 2006–07 school year. Priority for funding will be given to applications received by October 31, 2006, for sites in which 40 percent or more of their students are eligible for free and reduced-price meals. Beyond that time frame, applications will be funded in the order by which they are received. The application packet is available on the Nutrition Programs Division website at http://www.isbe.net/nutrition/htmls/breakfast_state.htm.

Claim Common Cents

Funding & Disbursement Services Division

Phone 217/782-5256

Fax 217/782-3910



As we start a new school year we would like to remind you that claims should be submitted by the 10th of the month following the claim month. (i.e. August claims are due by September 10). We process claims for payment each week and the sooner your claim is submitted, the sooner you will receive payment. If claims are submitted more than 30 days after the claim month, there may be a delay in payment.

Also, remember that August and September claims must be filed *separately* and that you must file your site claim(s) and then your sponsor consolidated claim before the payment process can begin.

If you have any questions regarding claims or payments, please contact Carol Curto or Gladys Rothenberg at 217/782-5256.

Questions and Answers

- Q.** Will a downloaded copy of the civil rights poster from the USDA website displayed in our cafeteria meet the USDA civil rights requirements?
- A.** *No. The photo copy no longer meets the USDA Civil Rights requirements. Contact the Illinois State Board of Education office, Nutrition Division (800-545-7892) and request an 11" x 14" full color version. You will need one poster prominently displayed at each serving location. The posters are free of charge.*
- Q.** We have a student with a food allergy, whose parent has provided a note to me in the cafeteria. Am I required to make substitutions for the student? Can we claim the meal as a reimbursable meal?
- A.** *School food authorities are not required to make food substitutions at the request of a parent. However, if an SFA wishes to, the meal must contain all required components in minimum serving sizes. SFAs are required to make food substitutions for students with disabilities based on a prescription written by a licensed physician. In these cases, the physician's order is the meal pattern.*

Food Distribution

School Year 2007 Anticipated Commodity Chart

The Anticipated Commodity Chart for school year (SY) 2007 has been placed on the Food Distribution Program website (www.isbe.net/business.htm). USDA has NOT offered all commodities for SY07 yet, so the chart will be updated as commodities are ordered.

Be sure to check the chart frequently as changes are made to it often. By monitoring the chart and comparing it to what you have ordered, you can better manage your PAL dollars.

Reductions in Planned Assistance Level

The National School Lunch Program Commodity Assistance rate for SY07 is \$0.1675 per meal claimed. This is a reduction of \$0.0075 from the SY06 rate of \$0.175. This rate has been calculated from the Producer Price Index that is published by the Bureau of Labor Statistics. However, due to a shortfall in nationwide spending, Illinois has been allocated an additional one-time entitlement which totals \$0.0175 per meal claimed. Therefore, your total SY07 rate will be \$0.185 per meal.

We have updated the changes to the PAL rate on the Illinois Commodity System, and your SY07 beginning PAL will reflect this reduction on your Annual Order Form. Please change your Annual Order accordingly.

Commodity Value for Auditors

All schools are audited each year by their own independent auditors. Part of this audit includes the value of USDA commodities allocated to your school. It is the responsibility of each school to provide the needed information for the auditors, including the information regarding USDA commodities.

The needed information is very easy to locate, and we suggest this be given to the school bookkeeper by the end of each school year. The information is available on the Monthly Commodity Bulletin for **April** is located on the Illinois Commodity System (ISC) website under *Reports*, then *Bulletin Reports*.

In the Commodity Account Status section, the value of commodities allocated for that year will be the total of the amounts shown in *Processing Deductions*, *PAL A Deductions*, *PAL B Deductions* and *Total Bonus Commodities*. If you received product from the Department of Defense (DOD) Fresh Fruits and Vegetables Program, you will need to include that value as well. You need to calculate this from your DOD invoices. We ask that schools include this DOD Fresh Fruit and Vegetable Program information to auditors when requested.

2006 Illinois Reprocessed Commodity Taste Test Dates Announced

Choose one of the dates below, mark it on your calendar, and remember to attend a 2006 Illinois Reprocessed Commodity Taste Test. Watch for more information on the Illinois School Nutrition Association website at www.ilsna.net.

November 1, 2006
Drury Lane
Oakbrook Terrace

November 8, 2006
The Center
Springfield

Food Service and Nutrition

USDA Recipes for Schools

This past March, significant changes were made to many of the recipes from USDA recipes for Child Nutrition Programs. Visit http://www.nfsmi.org/Information/school_recipe_index_alpha.html for the modified recipes reflecting new 2005 Food Code and updated yields. All Illinois school food authorities should receive this resource in CD-ROM format by the end of the summer.



Vote for School Lunch

This year's National School Lunch Week theme (October 9–13, 2006)

October is just around the corner and so is National School Lunch Week (NSLW), October 9–13. The election has begun with the *Vote for School Lunch* theme. From August 1 through October 6, 2006, anybody may vote online for one of the five candidate entrees in the School Nutrition Association's Vote Contest. The winner will be announced during NSLW.

Learn about the entrees, Rocco Taco, Sally Salad, Heddi Spaghetti, Ricky Chicken, and Pete Pizza on the School Nutrition Association's website. More information on *Vote for School Lunch* such as how it works, celebratory menus, a quick fact sheet, downloadable logos, a tool kit of celebration ideas, and other fun resources can be found at www.schoolnutrition.org/vote.

Grants, Awards, and Honors

Enter the School Nutrition Association's Vote Contest

If you share your National School Lunch Week plans, you may win a prize through the School Nutrition Association's (SNA) Vote Contest. SNA is asking school districts to submit plans for this year's National School Lunch Week. The entry form is located on SNA's website at <http://docs.schoolnutrition.org/meetingsandevents/nslw2006/contest.asp>. In addition, they ask

that you include supporting materials such as photos, flyers, menus, etc. Prizes will be awarded August through October. All entrants will receive *Vote for School Lunch* sticker sheets while supplies last. The prizes include:

- Get Animated/Cartoon Network party packs
- Vote for School Lunch Merchandise as found in the Emporium
- Emporium gift cards
- Other great prizes for staff and kids

Send or fax entries to:

SNA—Vote Contest
700 South Washington Street, Suite 300
Alexandria, Virginia 22314
Fax number: 703/739-3915

Training, Tips, and Tools

Basic Training for National School Lunch Program to Be Offered in August



In August 2006, the Illinois State Board of Education, Nutrition Programs Division will again offer introductory workshops targeted to new sponsors/new staff of school-based Child Nutrition Programs. The half-day workshop will provide participants with an overview of the United States Department of Agriculture's regulations that govern the school-based programs including processing household applications, verification, completing the annual application process and financial reports, menu planning, food commodities, and much more. Even though primarily designed for new sponsors/new staff, the workshops will serve as an excellent overview of the program regulations for anyone with these responsibilities.

Dates and locations are as follows:

<u>August 10, 2006</u>	<u>August 24, 2006</u>
8:30 a.m.–12:30 p.m.	8:30 a.m.–12:30 p.m.
Northfield Inn & Conference Center	Hilton Hotel
Springfield	Oak Lawn

Registration for both locations will begin at 8 a.m. Beverage service will be provided; however, no food will be served. Feel free to bring a snack for breaks. For specific workshop information and to pre-register (**required**) go to <http://www.isbe.net/nutrition/htmls/workshops.htm> and click on *Workshop/Training Schedule and Online Registration*. Contact division staff by phone at 800/545-7892 or via e-mail at cnp@isbe.net with any questions.

Upcoming Workshops



Contracting for School Meal Services in the National School Lunch Program

This informative workshop is designed to assist school food authorities who currently contract or are interested in contracting for meal services with a food service management company or meal vendor in meeting all requirements associated with the Invitation for Bid and Contract process. Registration for all workshops begins at 8:30 a.m. and workshops will be held from 9 a.m.–2:30 p.m. Complimentary lunch and beverages will be provided.

December 7, 2006

Holiday Inn
1250 Roosevelt Road 117
Glen Ellyn

December 8, 2006

Radisson Hotel
North Western Avenue
Peoria

Pre-registration is required and must be completed online no later than seven days prior to the workshop. Register online at <http://www.isbe.net/nutrition/htmls/workshops.htm>. Click on *Workshop/Training Schedule and Online Registration*. There is no registration fee.



New Nutrition Education and Training Workshops Focus on A La Carte Programs and Wellness

Illinois Nutrition Education and Training Program (NET) is available to conduct workshops on a variety of subjects at your school district. Two new workshops, especially recommended this year are the *Building a Healthy A La Carte Program*, and the *Local Wellness Policy Training*. To arrange for *Building a Healthy A La Carte Program* or the *Local Wellness Policy Training* at your school or district, contact NET at 800/466-7998.

Building a Healthy A La Carte Program

Building a Healthy A La Carte Program: Making Cents Out of Change is an Illinois NET workshop that provides school food authorities with the tools and resources needed to offer healthier, more appealing a la carte options to children without losing revenue. Topics covered include healthful a la carte ideas, tips for improving your a la carte program, marketing strategies and resources, and school nutrition success stories.

A variety of complimentary course resources are available online for your convenience. Check out the *What's New* section of the Illinois NET website (www.kidseatwell.org) for the *Building a Healthy A La Carte Program Assessment Tool and Resources*. Also, USDA Team Nutrition provides two excellent books for improving your a la carte program. *Making It Happen* is a compilation of school and district nutrition success stories from around the country, categorized by topics that include development of nutrition standards and implementing successful marketing techniques. *Fruits and Vegetables Galore: Helping Kids Eat More* provides creative ideas for the preparation, display, and marketing of produce; how to get children involved in the process; and tips for purchasing quality fruits and vegetables. These USDA Team Nutrition resources may be ordered online at <http://teamnutrition.usda.gov/foodservice.html>.

Local Wellness Policy Workshop

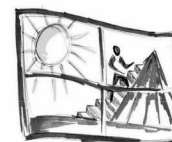
The Local Wellness Policy Workshop is a timely workshop that addresses the federal legislation, 2004 Child Nutrition and WIC Reauthorization Act, which mandates all schools participating in USDA school meals programs establish a local wellness policy. Minimum requirements for the local wellness policy and action steps are discussed to assist schools in developing and implementing a winning policy. Local wellness policy resources are available and can be accessed via the Illinois NET website at www.kidseatwell.org. Additionally, USDA Team Nutrition (www.fns.usda.gov/tn/) has resources available including *Food Time*, *Food and Me*, *Food Works*, and *yourSELF*, to assist schools in meeting the nutrition education requirements. *The Power of Choice* curriculum is another resource available through USDA that incorporates nutrition and physical activity and will also aide in meeting the physical activity and nutrition education requirements of the legislation. A nutrient analysis activity is included in this workshop, which provides a hands-on experience in determining whether food products meet the *HealthierUS School Challenge* standards. A Healthy Snack Calculator link is accessible from the Illinois NET website under the *What's New* section, which can help SFAs determine if food products meet their school nutrition standards stated in their school's or district's local wellness policy. A local wellness policy tool kit is provided and serves as a helpful resource in creating, implementing, and evaluating the school's or district's wellness policy.



Walk to School Day

Did you know October 4, 2006, is the *Walk to School Day*? Consider planning an October Walk and Bike to School Event during this month or celebrate on October 4. Go to <http://www.walktoschool.org/> for more information including getting started, resources, and to register for the event.

Windows of Wellness Workshop Wrap-Up



"Excellent written handouts."
"Well-organized." *"Great overview/informative."* *"Excellent location."* *"Offering concurrent sessions, great dates, appreciate having it in June."*

These were a few of the comments of the Windows of Wellness (WOW) workshop attendees' evaluations on the question to identify one thing about this workshop I would keep the same?

During June 2006 Nutrition Programs staff conducted the six-hour Windows of Wellness workshops at nine locations statewide to 1,200 persons.

Attendees had the opportunity to learn about the revised Household Eligibility Application, certification and verification of eligibility, commodities, civil rights compliance and enforcement, wellness promotions, grants and resources to help educate students on health habits, an introduction to the Illinois Nutrition Education and Training program services, compliance, a la carte programs, local wellness policies, and food safety.

If you were unable to attend one of these workshops, feel free to contact ISBE for materials at 800/545-7892.

Calendar of Events—SEPTEMBER

National 5 A Day Month

National Food Safety Education Month

Complete the meal count edit prior to submission of the Claim for Reimbursement

4 Labor Day—ISBE office closed

9 Illinois Dietetic Association Fall Workshop, Illinois State University, Bloomington, *Power Communication Skills for the Nutrition Professional*.

Visit <http://www.eatrightillinois.org/ContinuingEd/fallassembly.asp> to register online.

10 Submit Claim for Reimbursement

15 Sponsor and site application submission deadline



Illinois State Board of Education

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