



# Illinois State Board of Education

## School Nutrition Programs ISBE Update SY2020-2021

Nutrition Department

July 20, 2020

Equity • Quality • Collaboration • Community

# SNP Back to School Conference

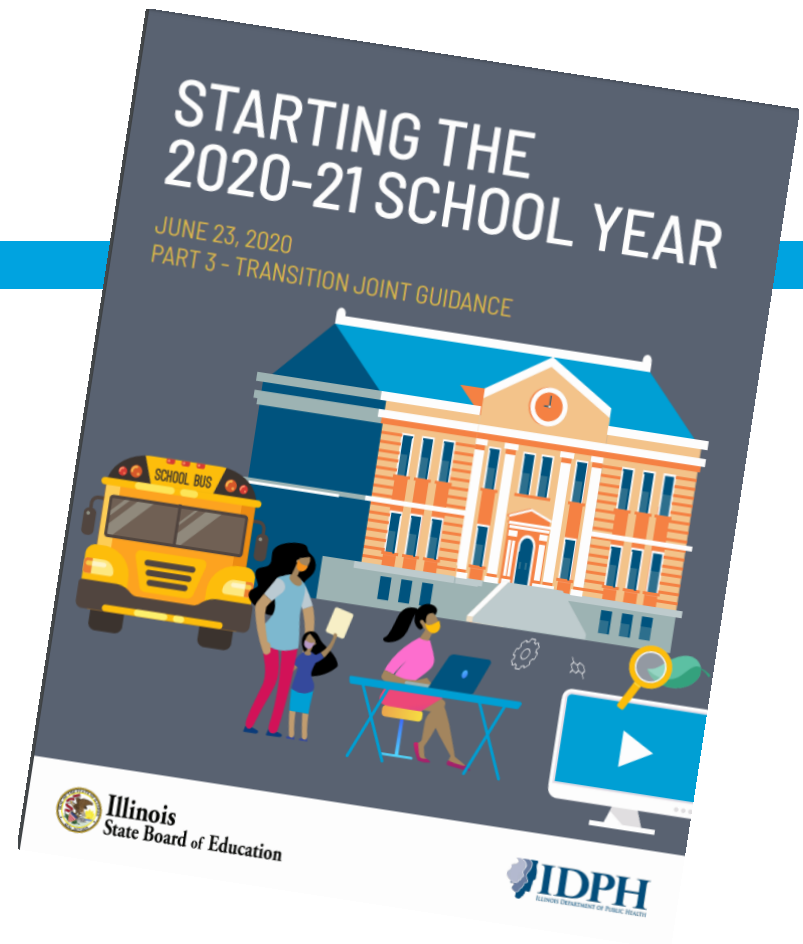
July 2019



July 2020



- ISBE and IDPH Guidance for SY20-21 – Released June 23, 2020
- Please review Guidance.
- Cafeteria/Food Service specific information is found on page 40.



<https://www.isbe.net/Documents/Part-3-Transition-Planning-Phase-4.pdf>



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# School Year 2020-2021



# Planning for SY20-21

- School Nutrition Professionals should work with their local school district administrative team to plan what works best locally, keeping the USDA requirements in mind.
- Involve your local County Department of Public Health staff regarding specific questions regarding operations.
- Look for creative solutions.
- ISBE will remain as flexible as we can, within the USDA requirements. Careful consideration of program operator needs may necessitate the submission of state-specific waivers to USDA for their consideration.

# USDA Issued Nationwide Waivers

Issued through July 20, 2020 for SY20-21

- Allow **Non-Congregate Feeding** in the Child Nutrition Programs
- Allow **Meal Service Time Flexibility** in the National School Lunch Program, School Breakfast Program, and Child and Adult Care Food Program
- Allow **Parents and Guardians to Pick Up Meals** for Children
- Allow **Meal Pattern Flexibility** in the Child Nutrition Programs
- Allow **Offer Versus Serve (OVS) Flexibility for Senior High Schools in the National School Lunch Program** for School Year 2020-21

# SNP: Transition to SY20-21

- Once school begins, for meal services, schools will need to participate in NSLP and SBP for federal reimbursement.
  - Meal Pattern
  - Reimbursement Rates (Once released from USDA, will be posted under What's New?)
- Meals claimed for Enrolled Students on School Days at the enrolling school only, regardless of how or when the meals are distributed.
  - Meals for multiple days (up to 5 days) may be provided at one time.
- Meals must be claimed according to student's eligibility status (free, reduced and paid), unless school is CEP approved.
- Point of Service Counts Required.
- Parent/Guardian Pickup allowed, but NSLP/SBP count required to ensure proper claiming.

# SNP: Things to Consider SY20-21

- Menu
- Available products
- Offer versus Serve or Serve Only
- Food Storage
- Food Production Procedures
- Packaging Ideas
- Service Location (Classroom, cafeteria, off-site, etc)
- Accommodating Student Needs (allergies, special meals, etc)
- Staffing Level
- Finances
- Food Safety
- Standard Operating Procedures (SOP)
- Equipment Needs




# General Reminders about NSLP and SBP Meal Pattern

- Meal pattern with portion sizes specific to grade groups
- Offer a variety of fruits and vegetables to students
- Vegetable subgroups must be followed
- Whole Grain Rich Grains
- Utilize USDA Foods
- Meal pattern waiver is available when product availability is impacted.
  - Case by Case basis, weekly requests

# Menu Board Inserts

<https://www.isbe.net/Pages/MenuBoardSinageResources.aspx>

- Schools are required to post a menu(s) near the beginning of the meal service line(s) so students know what foods are offered or can be chosen as part of a reimbursable meal.
- ISBE developed Sample Menu Board Inserts are available.

AUGUST 2020					[Enter school name]	[Breakfast or Lunch and Other Additional Menu Details Here]
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY		
[Enter Menu Items] 3	[Enter Menu Items] 4	[Enter Menu Items] 5	[Enter Menu Items] 6	[Enter Menu Items] 7		
[Enter Menu Items] 10	[Enter Menu Items] 11	[Enter Menu Items] 12	[Enter Menu Items] 13	[Enter Menu Items] 14		
[Enter Menu Items] 17	[Enter Menu Items] 18	[Enter Menu Items] 19	[Enter Menu Items] 20	[Enter Menu Items] 21		
[Enter Menu Items] 24	[Enter Menu Items] 25	[Enter Menu Items] 26	[Enter Menu Items] 27	[Enter Menu Items] 28		
[Enter Menu Items] 31	<b>SPECIAL ANNOUNCEMENT</b> [Enter Special Announcement, Fun Fact, Menu Notes, Additional Information, or Notice]		<b>DID YOU KNOW?</b> [Enter Special Announcement, Fun Fact, Menu Notes, Additional Information, or Notice]	<b>FUN FACT!</b> [Enter Special Announcement, Fun Fact, Menu Notes, Additional Information, or Notice]		



# SY2020-2021 Household Eligible Applications

APPLICATION FOR FREE OR REDUCED PRICE MEALS - Complete One Application For Household For School District, Institution, or... **HOUSEHOLD USE ONLY**

1. All Household Members (Attach another sheet of paper if necessary)

2. Homeless, Migrant, Runaway, or Head Start (Categorically eligible)

3. Total Household Gross Income (before deductions) You must tell us how much and how often.

4. Signature and Social Security Number (Adult must sign)

5. Contact Information (Optional)

6. Children's Racial and Ethnic Identities (Optional)

INITIAL DETERMINATION

SEAL OF THE STATE OF ILLINOIS

- **Now Available:**  
[http://isbe.net/nutrition/htmls/household\\_eligibility.htm](http://isbe.net/nutrition/htmls/household_eligibility.htm)
- SNAP/TANF case numbers – 9 digits case number
- Distribution of HEA can occur anytime AFTER July 1 annually.
- Recommend that you distribute HEA **AFTER** you have directly certified students, as you would NOT distribute an HEA to any student directly certified.
- Any student eligible for free or reduced price meals at the end of the prior school year has up to a 30 day carryover of that prior status OR until a new eligibility status is determined.
- Some schools have online systems for HEAs.

# SY2020-2021 WINS Annual Application

- **Completed Annually - Updated Regularly!**
- Application can now be completed in WINS.
- Please complete PRIOR to the beginning of your school year.
- Instructions are posted online under the blue/yellow question mark/circle in the WINS HELP area, as well as on the main nutrition website under What's New?

# Grant Accountability and Transparency Act (GATA)

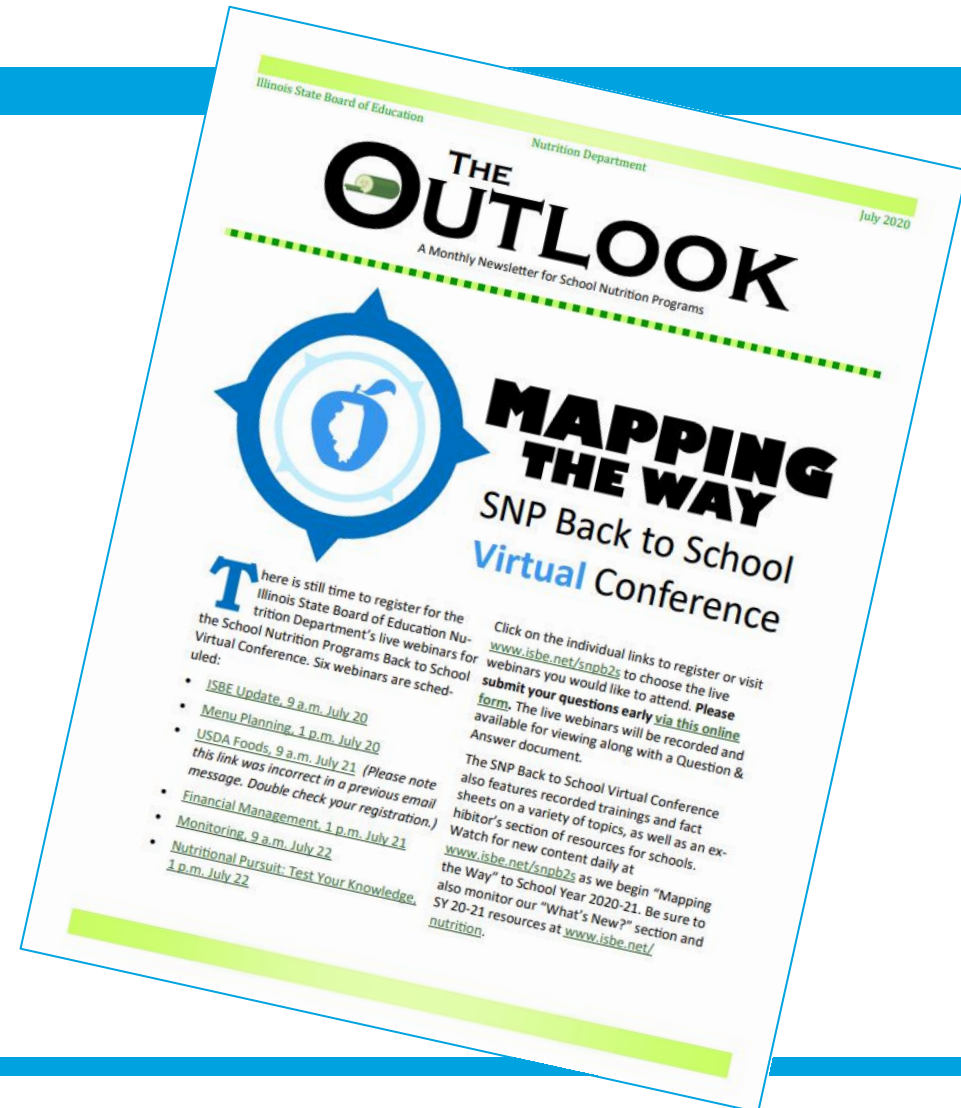
- Requirement for all programs and grants.
- Effort to optimize public resources and improve performance outcomes by applying efficient and effective processes throughout the entire grant life-cycle.
- General Questions – Contact Nutrition Division
- Portal Access Questions – Contact ISBE GATA staff at (217) 782-5630 or [GATA@isbe.net](mailto:GATA@isbe.net).

# Community Eligibility Provision (CEP)

- Deadline Extended: August 31, 2020
- Data used to calculate the identified student percentage (ISP) may be from anytime between April 1, 2020, and June 30, 2020.
- CEP Application completed in WINS.
  - Training webinar, evaluation worksheets, other program guidance regarding CEP impact and more found online at <https://www.isbe.net/Pages/Guidance-for-HHFKA.aspx>.

# ISBE Nutrition Programs Communication

- Outlook is published every Monthly – July through June
- Mid-Month Communication sent via email
- Special Notification for MAJOR Issues
  - Food Safety Alerts
  - Legislative Alerts
- **UPDATE YOUR CONTACT INFORMATION IN WINS REGULARLY!**



# Equipment Grants



- State Fiscal Year 2020 Awardees:
  - <https://www.isbe.net/Pages/Equipment-Grants.aspx>
- Another opportunity
  - Illinois awarded \$1,086,539 for additional equipment grants.
  - More details in the future!



# SY2020-2021 FFVP: Selection/Notification of Schools

- Applications were due June 19, 2020.
- Notification will occur once funding level allocated by USDA.
- School selected were 100% Free and Reduced Eligible Schools.
  - Not all 100% Free and Reduced Eligible Schools could be awarded with USDA funded amount.



# Local Wellness Policy

## Triennial Assessment Deadline Extended

- All schools participating in the National School Lunch Program and/or School Breakfast Program to complete a triennial assessment of their Local School Wellness Policy at least once every three years.
- Triennial assessments must determine, for each participating school under its jurisdiction, 1) compliance with the wellness policy, 2) how the wellness policy compares to model wellness policies, and 3) progress made in attaining the goals of the wellness policy.
- Under a nationwide waiver, USDA has extended this **new deadline of June 30, 2021 with notification to ISBE by June 30, 2020.**



# USDA Professional Standards

## REQUIRED TRAINING FOR ALL SCHOOL NUTRITION EMPLOYEES

Directors

At least 12 Hours Annually

*This is in addition to the food safety training that is required to meet the hiring standards for new directors*

Managers

At least 10 Hours Annually

Staff

At least 6 Hours Annually

Part-Time  
Staff

At least 4 Hours Annually

*Part-time staff are those that work less than 20 hours per week*

Annual requirements apply to the 12 months between July 1 and June 30

Employees hired January 1 or later are only required to complete half the number of hours for the year

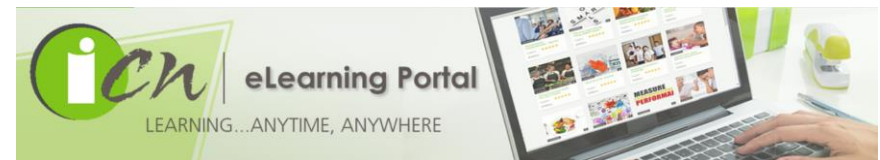
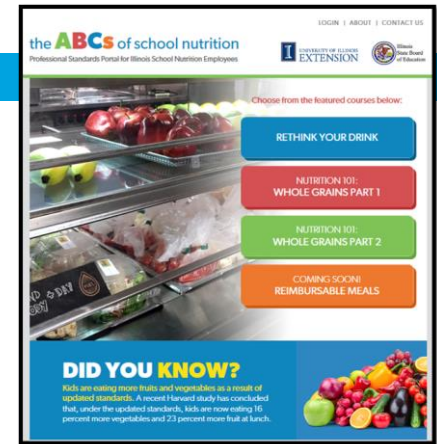


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# Available Online Professional Development Options

- ISBE
- USDA
- Institute of Child Nutrition
  - <https://theicn.docebos.com/learn>
- University of Illinois Extension
  - <https://schoolnutrition.extension.illinois.edu/>



# What is a Financial Management Review?

- The USDA requires State Agencies to monitor the School Food Authority (SFA) Financial Management to ensure compliance with federal regulations that support the financial health of the school meal program's nonprofit food service account at least once during a five year cycle.
- Previously done through separate Resource Management Review and Procurement Reviews.
- **UPDATE for FY21:** ISBE will combine the Resource Management and Procurement into one combined Financial Management Review.
  - This is to streamline the review process by removing duplicative document requests and each SFA working with one State Agency representative as opposed to two.

# What is new and updated for the Resource Management Section?

- PLE Exemption available for 3<sup>rd</sup> year for SFAs with zero or positive balance. <https://www.isbe.net/Documents/PLE-Exemption-Form-SY-20-21.pdf>
- Revenue from Nonprogram Foods – Adult meal pricing tool on our site <https://www.isbe.net/Pages/Nutrition-Resource-Management.aspx>
- Indirect Cost for Nonpublic Entities – No longer allowed to use state rate, 10% maximum

# Documents Required for the Procurement Section

- Written procurement (purchasing) policy.
- Written code of conduct.
- Detailed General Ledger for revenues and expenses OR Vendor Paid List for food service account only.
- Procurement history for selected vendor(s).
  - May include copies of solicitation, evaluation, invoices, executed contract, and amendments.

# Where Can you Find Financial Management Resources?

- ISBE Back to School webpage  
<https://www.isbe.net/snpb2s>
- ISBE Nutrition Financial Management webpage  
<https://www.isbe.net/Pages/Nutrition-Financial-Management.aspx>
- USDA Procurement Regulations webpage  
<https://www.fns.usda.gov/cfs/usda-procurement-regulations>



# Pandemic – EBT (P-EBT)

- In partnership with the Illinois Department of Human Services (DHS)
- Provides monies directly to households to purchase food, due to the pandemic
- Households Apply directly to DHS. Deadline is July 31, 2020.
- **Once a household applies,**
  - ISBE needs to confirm school enrollment at a NSLP participating school, and
  - Eligibility for free or reduced price school meals **OR** low income indicator in SIS marked yes **OR** enrolled in a CEP approved school.

# More Training Available this Week...and Beyond

- July 21 <https://www.isbe.net/snrb2s>
  - USDA Foods, 9 a.m.
  - Financial Management, 1 p.m.
- July 22
  - Monitoring, 9 a.m.
  - Nutritional Pursuit: Test Your Knowledge, 1 p.m.
- August 11 (Registration will be posted this week!)
  - ISBE Update – SY20-21 Planning 1 p.m.



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# Any Questions?

Nutrition Division  
Illinois State Board of Education  
100 North First Street, 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)  
COVID19@isbe.net

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

## Contact Us



# Have a Great School Year 2020-2021!



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