



CHILD NUTRITION PROGRAM STATE WAIVER REQUEST TEMPLATE

Child Nutrition Programs are expected to be administered according to all statutory and regulatory requirements; waivers to the requirements are exceptions. However, Section 12(l) of the Richard B. Russell National School Lunch Act, 42 U.S.C. 1760(l), provides authority for USDA to waive requirements for State agencies or eligible service providers under certain circumstances. When requesting the waiver of statutory or regulatory requirements for the Child Nutrition Programs (CNP), including the Child and Adult Care Food Program (CACFP), the Summer Food Service Program (SFSP), the National School Lunch Program (NSLP), the Fresh Fruit and Vegetable Program (FFVP), the Special Milk Program (SMP), and the School Breakfast Program (SBP), State agencies and eligible service providers should use this template. State agencies and eligible service providers should consult with their FNS Regional Offices when developing waiver requests to ensure a well-reasoned, thorough request is submitted. State agencies and eligible service providers are encouraged to submit complete waiver requests at least 60 calendar days prior to the anticipated implementation date. Requests submitted less than 60 calendar days prior to the anticipated implementation should be accompanied by an explanation of extenuating circumstances.

For more information on requests for waiving Program requirements, refer to SP 15-2018, CACFP 12-2018, SFSP 05-2018, *Child Nutrition Program Waiver Request Guidance and Protocol-Revised*, May 24, 2018.

1. State agency submitting waiver request and responsible State agency staff contact information:

Title: Krista Leischner, Student Nutrition Manager, Rapid City Area School District

Requesting official's email address for transmission of response: Krista.Leischner@k12.sd.us

2. Region:

- Mountain Plains

3. Eligible service providers participating in waiver and affirmation that they are in good standing:

- Yes, the state agency has confirmed that Rapid City Area Schools are in good standing.

4. Description of the challenge the State agency is seeking to solve, the goal of the waiver to improve services under the Program, and the expected outcomes if the waiver is granted. [Section 12(l)(2)(A)(iii) and 12(l)(2)(A)(iv) of the NSLA]:

- Our district is in the process of building a new middle school (South Middle School) set to be finished and open for the 2024-2025 school year. The new school is at the same location/address as the current middle school. Students' and staff last day of school in the current building will be April 25th, 2024. Demolition of the old building will begin shortly after this.

Starting April 29th, 2024, students will be doing full online learning every Monday & Friday until the end of the school year. Students will be completing this online learning from home. On Tuesday, Wednesday, Thursday, they will be doing a combination of field trips & in-person/online learning. 6th, 7th, and 8th grade will each do a field trip on one of the days and the other days the remaining two grades will be doing a hybrid of in person and online learning at the community center, which is a building located next to the school and on (Rapid City Area Schools) RCAS property. Example: every Tuesday 7th grade goes on a field trip and 6th & 8th grade will be doing a variety of activities either at the community center or virtually from home, depending on the day.

The challenge we are seeking to solve is feeding students during this time. (April 29 - May 24, 2024). Our solution is to feed students breakfast and lunch out of our licensed food truck, which we currently use during the summer months for our Summer Food Service Program as well as provide sack lunches for students participating in field trips. Due to the community center being used for classroom set up, there is not adequate space for meal service or seating. We are requesting the ability to serve in a non-congregate seating setting for the remaining 20 school days of this school year at South Middle School.

Below is a breakdown of how we intend to feed each group of students based on their learning plan for that day. For clarity, the meal pattern age/grade group requirements, meal service times, offer versus serve, and point of service meal counts will all follow the information already approved by the state agency in the annual application for the National School Lunch Program and School Breakfast Program. Only one meal will be served at breakfast time and at lunch time.

<i>Virtual Learning Students</i>					
	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast	<ul style="list-style-type: none"> -Today's breakfast is served out of food truck -POS process will follow current practices via Skyward -Students will take their meal and leave the premises to eat at home -Menu will follow current grade 6-8 breakfast meal pattern -Meal Service time is from 7:50-8:20am 				<ul style="list-style-type: none"> -Today's breakfast is served out of food truck -POS process will follow current practices via Skyward -Students will take their meal and leave the premises to eat at home -Menu will follow current grade 6-8 breakfast meal pattern -Meal Service time is from 7:50-8:20am
Lunch	<ul style="list-style-type: none"> -Today's lunch is served out of food truck -POS process will follow current practices via Skyward -Students will take their meal and leave the premises to eat at home -Menu will follow current grade 6-8 lunch meal pattern -Meal Service time is from 11:30-12:30pm 				<ul style="list-style-type: none"> -Today's lunch is served out of food truck -POS process will follow current practices via Skyward -Students will take their meal and leave the premises to eat at home -Menu will follow current grade 6-8 lunch meal pattern -Meal Service time is from 11:30-12:30pm

<i>Field Trip Students</i>					
	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast		<ul style="list-style-type: none"> -Today's breakfast is served out of food truck from 7:50-8:20am -POS process will follow current practices via Skyward -Students will take their meal and will eat on the bus or students will take their meal and will eat at the community center before getting on the bus for the field trip, based on space available at the community center that day -Menu will follow current grade 6-8 breakfast meal pattern 	<ul style="list-style-type: none"> -Today's breakfast is served out of food truck from 7:50-8:20am -POS process will follow current practices via Skyward -Students will take their meal and will eat on the bus or students will take their meal and will eat at the community center before getting on the bus for the field trip, based on space available at the community center that day -Menu will follow current grade 6-8 breakfast meal pattern. 	<ul style="list-style-type: none"> -Today's breakfast is served out of food truck from 7:50-8:20am -POS process will follow current practices via Skyward -Students will take their meal and will eat on the bus or students will take their meal and will eat at the community center before getting on the bus for the field trip, based on space available at the community center that day -Menu will follow current grade 6-8 breakfast meal pattern 	
Lunch		<ul style="list-style-type: none"> -Students will each receive one sack lunch meals. These meals will be served to students at their field trip site from 11:30-12:30pm. -POS process will be teachers marking off students eating sack lunches on their attendance sheet. This attendance sheet will be given to Student Nutrition Staff. Student Nutrition Staff will manually enter student names into our POS system, Skyward. -Sack lunches will consist of a meal that follows current grade 6-8 meal pattern. 	<ul style="list-style-type: none"> -Students will each receive one sack lunch meals. These meals will be served to students at their field trip site from 11:30-12:30pm. -POS process will be teachers marking off students eating sack lunches on their attendance sheet. This attendance sheet will be given to Student Nutrition Staff. Student Nutrition Staff will manually enter student names into our POS system, Skyward. -Sack lunches will consist of a cold meal that follows current grade 6-8 meal pattern. 	<ul style="list-style-type: none"> -Students will each receive one sack lunch meals. These meals will be served to students at their field trip site from 11:30-12:30pm. -POS process will be teachers marking off students eating sack lunches on their attendance sheet. This attendance sheet will be given to Student Nutrition Staff. Student Nutrition Staff will manually enter student names into our POS system, Skyward. -Sack lunches will consist of a cold meal that follows current grade 6-8 meal pattern. 	

<i>Community Center Based Students</i>					
	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast		-Today's breakfast is served out of food truck from 7:50-8:20am. -POS process will follow current practices via Skyward -Students will take their meal and will eat inside the community center -Menu will follow current grade 6-8 breakfast meal pattern	-Today's breakfast is served out of food truck from 7:50-8:20am. -POS process will follow current practices via Skyward - Students will take their meal and will eat inside the community center -Menu will follow current grade 6-8 breakfast meal pattern	-Today's breakfast is served out of food truck from 7:50-8:20am. -POS process will follow current practices via Skyward - Students will take their meal and will eat inside the community center -Menu will follow current grade 6-8 breakfast meal pattern	
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5. Specific Program requirements to be waived (include statutory and regulatory citations). [Section 12(l)(2)(A)(i) of the NSLA]:

- Non-Congregate Meal Service (NSLP and SBP): Under the NSLA, 42 U.S.C. 1753(b)(1)(A), the Child Nutrition Act, 42 U.S.C. 1773(b)(1)(A), NSLP and SBP meals must be served in a congregate setting and must be consumed by participants on site.

6. Detailed description of alternative procedures and anticipated impact on Program operations, including technology, State systems, and monitoring:

- Meals will be prepared off-site at Central High School and loaded onto the food truck before meal service. Breakfast will be loaded onto the food truck and taken to South Middle School prior breakfast serving times. On Tuesday, Wednesday, and Thursday sack lunches for field trip students will be loaded onto the food truck at the same time as breakfast and brought to South Middle School. Sack lunches will be transported to from the food truck to the school bus in portable coolers with ice for proper temperature control.

The food truck will return to Central High School and lunch will be loaded onto the food truck and taken to South Middle School prior to lunch serving times. Food safety plan already includes the food truck and transportation of food, all food will be properly held at cold or hot temperatures and logs will be maintained.

The food truck has the ability to operate the SFA's current point of sale, via Skyward. No adjustments needed.

7. Description of any steps the State has taken to address regulatory barriers at the State level. [Section 12(I)(2)(A)(ii) of the NSLA]:

- There are currently no State level regulatory barriers related to this specific waiver request.

8. Anticipated challenges State or eligible service providers may face with the waiver implementation:

- This waiver would not create challenges for the school food authority or the state agency, but help aid in the SFA's ability to continue to feed students during this time while operating essentially the same as normal operations with the exception of noncongregate meals.

Without this waiver approval, we would be unable to feed students attending school at this site during this time. Current enrollment at South Middle School is 510 students with 47%, 242 students, qualifying for Free/Reduced Price meals.

9. Description of how the waiver will not increase the overall cost of the Program to the Federal Government. If there are anticipated increases, confirm that the costs will be paid from non-Federal funds. [Section 12(I)(1)(A)(iii) of the NSLA]:

- The SFA already owns and routinely operates the food truck that we intend to utilize. Therefore, there are no foreseen increased program costs. Allowing noncongregate meals for this short period of time at one school site will allow students to maintain normal participation in the National School Lunch and Breakfast Programs without additional cost of the Program to the Federal Government.

10. Anticipated waiver implementation date and time period:

- April 29, 2024 through the last day of school scheduled for May 24, 2024. The SFA expects that normal Program operations will resume at the start of the 2024-2025 school year.

11. Proposed monitoring and review procedures:

- The site will continue to be monitored by the Student Nutrition Manager. The SFA will conduct one documented onsite monitoring following normal National School Lunch Program and School Breakfast Program monitoring as required by 7 CFR 210.18(h)(2)(iii) during noncongregate meal service. The SFA will use the state onsite monitoring forms. This onsite monitoring will be conducted for the food truck, which will be located at the community center location for breakfast and lunch.

12. Proposed reporting requirements (include type of data and due date(s) to FNS):

- Current point of sale, production records, and menu analysis program will continue to be used.
- The SFA will submit meal counts through normal procedures on the SA site-based claim for reimbursement. If necessary, the SFA will report to the SA the following:
 - The number of noncongregate meals served, split by breakfast and lunch and by student eligibility.
 - The onsite monitoring documents along with any required corrective action.

- A brief summary report of any success or challenges experienced during noncongregate meal service.

13. Link to or a copy of the public notice informing the public about the proposed waiver [Section 12(l)(1)(A)(ii) of the NSLA]:

- A link will be posted on the Student Nutrition website if waiver is approved.
- Link: <https://rcas.org/parents/280-autosave-v1/>

14. Signature and title of requesting official:

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Title: Krista Leischner, Student Nutrition Manager, Rapid City Area School District

Requesting official's email address for transmission of response: Krista.Leischner@k12.sd.us

Cherie Watterson, DOE, Division Director, cheriee.watterson@state.sd.us

TO BE COMPLETED BY FNS REGIONAL OFFICE:

FNS Regional Offices are requested to ensure the questions have been adequately addressed by the State agency and formulate an opinion and justification for a response to the waiver request based on their knowledge, experience and work with the State.

Date request was received at Regional Office:

Check this box to confirm that the State agency has provided public notice in accordance with Section 12(l)(1)(A)(ii) of the NSLA

Regional Office Analysis and Recommendations:

Recommend Approval

Recommend Denial