

**Check in with CANS**  
**Conference Call with DOE-Child and Adult Nutrition Services**  
**Nov. 5, 2020 2:30PM CT/1:30PM MT**

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**All Child Nutrition Programs:**

- **\*\*New\*\*** USDA FNS Memo SP04, CACFP03, SFSP03-2021 Q&S #3 for Nationwide Waivers to Allow SFSP and SSO during SY20-21, [https://doe.sd.gov/cans/documents/SP04-CACFP03-SFSP03-2021\\_SFSP.pdf](https://doe.sd.gov/cans/documents/SP04-CACFP03-SFSP03-2021_SFSP.pdf)

- **CACFP- #4 & #5**

**4. May CACFP at-risk centers providing extended care during the day (both school hours and afterschool hours) claim reimbursement for a breakfast and/or lunch served in addition to the one meal and one snack allowed for at-risk?**

No. Centers that are only approved to operate under the CACFP at-risk component may not claim reimbursement for meals that exceed their program meal limitation of one meal and one snack per child, per day. CACFP child care centers that operate a separate daytime child care and at-risk afterschool program may be approved to claim reimbursement for up to two meals and one snack, or one meal and two snacks, per child, per day. This applies to children who attend just the daytime child care or attend both programs. For children that attend both programs, the center must ensure duplicate meals are not claimed. CACFP at-risk centers that wish to also operate a licensed child care program should contact their State agency for guidance.

**5. Can current tier II family day care homes be moved to tier I with one month's worth of income during COVID-19 due to lower attendance or income, even if this does not reflect the yearly average? Can a tier I home's eligibility to claim their own child be re-determined during this time based on provider's income from the past month?**

Yes. A tier II family day care home's eligibility for tier I reimbursement may be re-determined with one month's worth of income, even if this does not reflect the yearly average. A tier I family day care home's ability to claim their own child may also be re-determined based on the provider's income from the past month.

- **School Meal Programs**

**#7** - We have new guidance regarding verification. All schools that collected free and reduced-price applications must conduct verification. The deadline for reporting has been extended to February 26, 2021. Please keep in mind that all schools must submit a verification report, whether or not you collect free/reduced applications. As usual, please submit a verification report in iCAN. We encourage you to conduct verification, if applicable, and complete the report as soon as possible and not wait until February. Also, for schools who must complete an independent review of applications, please continue

that process and submit your 742A as soon as you can.

**7. What is the verification deadline for SY 2020-2021?**

FNS recognizes that, during COVID-19, requiring local educational agencies (LEAs) to complete verification according to standard Program deadlines is burdensome for school officials, and could cause confusion for families with children attending schools operating SFSP/SSO. Under the authority permitted in Section 9(b)(3)(I)(ii) of the Richard B. Russell National School Lunch Act and 7 CFR 245.6a(b)(2)(ii), FNS is extending the verification deadline to February 28, 2021. All LEAs that collected school meal applications during SY 2020-2021 are required to conduct verification. Although schools may have transitioned to SFSP/SSO operations, because school meal applications were used to establish eligibility for P-EBT, verification is still necessary and required. LEAs have discretion to complete verification ahead of this deadline, if they have the administrative capability to do so.

**#10** – We have received new guidance regarding RCCIs participating in SFSP/SSO. RCCIs can participate in SSO if they choose. This will mostly benefit RCCIs who have day students that are not all claimed for free. Also, the other SNP waivers, such as the meal pattern waiver, are available to RCCIs if needed. If you are an RCCI and have any questions, please contact our office.

**10. Can residential child care institutions (RCCIs) operate SFSP/SSO under the Nationwide Waiver to Allow Summer Food Service Program and Seamless Summer Option Operations through School Year 2020-2021?**

Yes, SFAs operating RCCIs are permitted to operate the SFSP/SSO under the *Nationwide Waiver to Allow Summer Food Service Program and Seamless Summer Option Operations through School Year 2020-2021* in order to safely serve nutritious meals under COVID. Similarly, RCCIs may benefit from the additional flexibilities provided by SFSP during COVID 19.

RCCIs meet the definition of a school (42 USC §1760(d)(5), 7 CFR 210.2 (School)) and public or nonprofit private SFAs are eligible to sponsor SFSP/SSO (7 CFR 225.14(b)(1)). Additionally, the *Nationwide Waiver to Allow Summer Food Service Program and Seamless Summer Option Operations through School Year 2020-2021* states that SFAs may choose to serve meals through the SFSP or SSO, or may opt to participate under the School Meal Programs. Therefore, the *Nationwide Waiver to Allow Summer Food Service Program and Seamless Summer Option Operations through School Year 2020-2021* may apply to SFAs responsible for meal service at an RCCI.

SFAs providing meal service at RCCIs were not explicitly authorized to operate the SFSP/SSO under the flexibilities offered during school year (SY) 2019-2020, because, due to their residential nature, RCCIs were able to continue to serve children onsite. The flexibility was offered to traditional schools due to disruptions in onsite instruction. During SY 2019-2020, SFAs were able to participate in SFSP/SSO because the school closures were considered an unanticipated school closure. Because RCCIs were not closed, but continued to provide meals to children housed onsite, they were not considered operating under an unanticipated school closure. However, for SY 2020-2021, FNS is extending the summer programs due to COVID-19; this allows all SFAs to consider operating SFSP or SSO.

#11 - Local education agencies must conduct Direct Certification with SNAP at least 3x per year, as the standard rules require. At minimum, the school would need to update Reporting to Department of Education thru Infinite Campus –

- At the beginning of the year
- Oct. 30 for verification reporting
- About six months into the school year

CEP & Provision schools still have the minimum requirement to review direct certification once per year, which would occur with April reporting. If you are setting a new CEP year one, complete your match before April 1.

**11. If an LEA is not currently providing meals through the National School Lunch Program is it still required to continue direct certification activities?**

**Yes.** Regardless of operational status, all NSLP-participating LEAs are expected to meet the provisions of 7 CFR 245.6(b)(3), which requires that at minimum all LEAs must conduct direct certification with SNAP at least three times per school year. To assist LEAs, State agencies are strongly encouraged to continue with all scheduled data exchanges and matching activities to ensure access to timely results.

In most States direct certification is a highly automated process in which the exchange of participant data and record matching occurs on a frequent scheduled basis and with little or no human interaction. In these States with available “centralized” student data there is very little effort needed by LEA staff to input State match results into local-level systems and convey free status via direct certification. In other States without readily available “centralized” student data or for many non-public LEAs, LEAs initiate a match process by uploading student rosters into a State user-interface and are returned results. In either situation it would be expected that these activities have been occurring with little or no disruptions.

With this said, many States do provide LEAs with lists of partial matches for review and it is understood that extended closures may delay the ability for LEAs to adjudicate these records. FNS encourages State agencies to assist LEAs when possible to provide flexibility in any requirements associated with partial matches.

- **Afterschool Snack – CACFP At-Risk and NSLP Afterschool Snack**  
<https://www.fns.usda.gov/tn/digital-nutrition-resources-kids>

**3. For CACFP At-risk Afterschool Programs and NSLP Afterschool Snacks, if the educational or enrichment activity is electronic and a child does not have access to the required electronic device, is the activity still considered available to all?**

As Program operators begin to plan enrichment activities for participating children, FNS encourages them to consider the ability of children to access various activities. It may be appropriate to offer some activities that children could participate in without internet access or electronic devices, such as books, activity packets, or coloring sheets. Team

Nutrition offers a variety of games, books, and nutrition education activities for children at: <https://www.fns.usda.gov/tn/digital-nutrition-resources-kids>. Although children are not required to participate in or complete an activity in order to receive an afterschool meal or snack, whatever activities are offered should include options that are accessible to all participating children.

- **Child Nutrition Marketing Toolkit Available**

- No Kid Hungry has assembled a [School Meals Marketing Toolkit](#) to help get the word out to families about meals available for kids during these changing times. Many families are newly eligible for free or reduced-price meals this school year and may not be familiar with school meals programs and how to

access them. Transitions between the National School Lunch Program and summer programs may also have caused some confusion in the field. The toolkit includes social media images, flyers, letters for parents, and more. Resources are customizable and available in English and Spanish. Click on the link below to access the toolkit. <https://spark.adobe.com/page/HlitaOoy09DTz/>

### **Seamless Summer Option (SSO) and Summer Food Service Program (SFSP):**

- **FFVP**
  - Reminder that the FFVP Waiver is available for using an Alternate Site or allowing a Parent or Guardian to pick up the FFVP offering for the child
  - Also, just a reminder that if you are providing a non-congregate Seamless Summer Option or SFSP meals from an FFVP-approved site, the FFVP offering may be included with the pickup of *all* of the student meals – not limited to those elementary school student meals.
  
- **SFSP**
  - Reminder for those who are just starting their SFSP application on iCAN to please follow the sequence listed under the “[SFSP iCAN sequence of application packet entry.](#)” in order to avoid any complications with the iCAN system.
  - Reminder the prerequisite to qualify for SFSP extension is the completion and approval of waiver #59 packet that you can download from the CANS website: <https://doe.sd.gov/cans/> < Announcements Regarding Coronavirus/COVID-19 tab < SSO and SFSP Extension to June 30, 2021.

### **School Nutrition Program (SNP):**

- **Confidentiality of Student Eligibility Data Reminder:**
  - Guidance from the Eligibility Manual for School Meals tells us: The information provided by families on the free and reduced-price application will be used only for determining eligibility for meal or milk benefits and verification of eligibility. LEAs planning to disclose children’s eligibility status for purposes other than determining and verifying free and reduced-price eligibility must inform households of this potential disclosure.
  - Disclosure means revealing or using individual children’s Program eligibility information obtained through the eligibility process for a purpose other than the purpose for which the information was obtained. Disclosure includes but is not limited to access, release, or transfer of personal data about children by means of print, tape, microfilm, microfiche, electronic communication, or any other means. It includes eligibility information obtained through the application or through direct certification.
  - We understand that eligibility information ends up in Infinite Campus and your schools security setting may allow people outside of the school meal program to access this knowledge – it is important that users understand the confidential nature of this data is not to be shared! Aggregate data can be shared as long as it prevents overt identification. Now is a good reminder for your data/Infinite Campus users.
  - Penalties for Improper Disclosure: improper disclosure may result in a fine of up to \$1000 or imprisonment of up to one year, or both.
  
- **Foster/Homeless/Migrant Matches in iMATCH**
  - Foster, Homeless, and Migrant data will be loaded into the iMATCH Direct Certification system soon
    - We are unable to receive this information until late October, at the earliest.
    - Instructions on how to obtain the Foster, Homeless, and Migrant matches can be found on page 19 and page 20 of the [iMATCH SFA User Manual](#)
  
- **Automatic Sibling Extension for SNAP & TANF in iMATCH**
  - We have been working with the iMATCH developers to add a feature which may come in handy.
  - When certain conditions are met, the system will automatically extend a Matching Approval to siblings of SNAP and TANF students within the iMATCH system.

- These extended students would have a Match Method listed as 'Sibling' in the Matched tab. Schools would still want to be sure to update eligibility rosters accordingly.

### Child and Adult Care Food Program (CACFP):

- Please don't forget to complete your iCAN applications. There are quite a few that have either not started their applications or have not submit for the first time yet. If you think you have submit, but have not received any feedback about your application, please log into iCAN to double check that it has indeed been submitted. Please see visual aid below if you aren't sure where your packet status is located.



### Food Distribution Program:

- The order form for December delivery will close Monday, November 9<sup>th</sup> at 9:00 a.m.
- A Survey Monkey Survey was sent out today for those agencies who would like to transfer available entitlement to DoD Fresh/FFAVORS.
- Per USDA guidance only 75% of each agencies DoD Fresh/FFAVORS entitlement is added to the DoD Fresh site. The remaining 25% is added when schools spend a percentage of their 75%.
- OS&D reports need to be completed in iCAN within 5 days of your delivery.

### Seeking Success Stories from the field:

- As COVID-19 continues to create challenges for all child nutrition program operators, Team Nutrition is exploring ways to lift up important success stories from the field. They will be highlighting 2-3 school districts per region as examples of what schools and districts are doing to overcome challenges to serve school meals in positive creative and possibly replicable ways! These examples would possibly be showcased at national meetings as well. In the minutes we will include a list of potential examples. Please don't feel limited by these as the true goal is to showcase positive stories to support school nutrition operators during these difficult times.
  - Innovative menu planning such as creating colorful and appealing Grab-and-Go meals
  - Implementing innovative alternative meal service models to serve school meals
  - Providing school nutrition staff training or support related to meal preparation and/or alternative meal service models
  - Student and family engagement and support such as through social media, parent communication, or fun (socially distant) activities or personal touches added to meals or meal service
  - Innovative community partnerships
  - State agency experiences
  - Processes schools have implemented to ensure the accuracy of meal counts for reimbursement a) For children who receive meals at the school and b) For remote learners
  - How schools are ensuring that meals meet the NSLP or SFSP meal pattern requirements
- These submissions are due on Wednesday November 11<sup>th</sup> so we can get them to the regional office by Friday November 13<sup>th</sup>.

### Request for Proposals (RFP) for Food Service Management Company

- It's November already and that means it is time to let us know whether your agency would like a current Request for Proposal and Contract prototype effective SY21-22. Reasons to request an RFP may be:
  - Your agency has recently chosen to contract with a Food Service Management Company or would simply like to rebid the service.

- The current contract with your Food Service Management Company is the fourth and final one-year renewal allowed.
- Your agency is considering significant program changes or additions that require a new solicitation.

It is important to ask for and use the current prototype, as there have been revisions since last year. This is the version that will be approved, so to save the time of return and reentering data, please complete and submit the version provided.

### Upcoming Trainings/Calls:

- **Check in with CANS Conference call:** Thursday, December 3 at 2:30 pm CT/1:30 pm MT. The call-in phone number: 866-410-8397, participant code: 7587919653#. Or join with this link: <https://meet.lync.com/stateofsouthdakota/beth.henrichsen/5S4DN4BC>. This call-in information should remain the same for all calls scheduled in 2020-2021. We will plan to discuss updates with any of the waiver extensions, any new guidance from the USDA, any other hot topics, and we save time for questions from our schools and agencies. Minutes are posted on the CANS website (<https://doe.sd.gov/cans/index.aspx>) and a recording of the call is available for a limited amount of time.
- **Crash Course with CANS ZOOM webinar** upcoming dates and topics:
  - Nov 12: Planning for Summer Feeding (during the summer months) with Brigitta
  - Dec. 10: Supper Programs in High Need Areas (CACFP/At Risk Supper Program) with Brigitta
  - Jan. 14: Food Distribution Program Survey's: What are They and Why? (FDP in the School Nutrition Program) with Darcy
  - Jan. 28: Just Sign Here: Typical Contracts in the Child Nutrition Programs (Vended, Interagency, FSMC) with Quanna
  - Feb. 11: Breakfast in the Classroom: What Does That Mean? Learn about breakfast in the classroom and breakfast promotion with Andrea T.
  - Feb. 18: Fresh Fruit and Vegetable Program Basics: How Do I Do It? Hear about the benefits of exposing children to a variety of fresh fruits and vegetables through the FFVP with Rob.
  - Mar. 18: Farm to Table and Beef to School with Andrea K.
  - Apr. 1: Community Eligibility Provision (CEP): Feeding All Students Free Meals with Mikayla and Andrea T.
  - Apr. 15: Nonprogram Foods and Costs in the School Nutrition Programs. A walk through of the rules and how schools complete those evaluations with Rob.
  - Apr. 29: SFSP Training and Application (for the summer months) with Brigitta
  - May 13: SSO Training and Application (for the summer months) with Mikayla
  - May 27: Food Distribution Program Year End Reports (for SNP) with Darcy

**Professional Standards Reminder:** Any learning or training you receive about any aspect of the School Nutrition Programs can be counted as training time towards the professional standards annual training requirement.

Please retain documentation to show what topics were trained. For example, agenda, topics, handbook, certificate, etc. And record training on a Tracking Tool – we suggest using the [SD Tracker Tool](#) posted on the CANS NSLP website.

**This Conference call was 50 minutes long and can credit for 50 minutes of training.**

Learning Topics discussed during this call were:

- 3000 Administration: 3200 Program Management - 50 minutes