To: Local Educational Agencies Date:  October 1, 2018

From: Elizabeth Seitz, NSLP Program Coordinator Bulletin: 2019-2

***LEAs are required, by regulation, to keep Bulletins, Instructions, and USDA Policy Memorandums for reference and to apply immediately the appropriate instruction to agency programs. Call Child Nutrition Programs if you need further clarification.***

###### USDA Policy, Information & Implementation Memos

* SP19-2018- Clarification on the Milk and Water Requirements in the School Meal Programs
* SP18-2018- Child Nutrition Programs’ Flexibilities for School Year 2018-2019
* FM-03-2018- Changes to the Micro-Purchase and Simplified Acquisitions Threshold
* [SP09-2006](https://fns-prod.azureedge.net/sites/default/files/cn/SP09-2006os.pdf)- School Meal Initiative (SMI) Frequently Asked Questions Resource

###### Additional Topics

* National School Lunch Week-**October 15-19, 2018**
* National Farm to School Month
* Training Materials and Resources
* Smart Snack Waiver

###### Resources

* A Guide to Smart Snacks in Schools
* National School Lunch Program Order Form
* ***Updated*** Food Buying Guide
* Listserv
* Help Desk information for Primero Edge
* Nutrition Facts Sheets for Fruits, Vegetables, and Seafood

###### Grant Opportunities

* School Grants for Healthy Kids

###### USDA Policy, Information & Implementation Memos

* **SP19-2018- Clarification on the Milk and Water Requirements in the School Meal Programs** This memorandum clarifies regulations that water made available to students in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) shall not compete with the milk requirement. The NSLP regulations at 7 CFR 210.10(a)(1)(i) require schools to make water available and accessible to children during the meal service. Similarly, the SBP regulations at 7 CFR 220.8(a)(1) require schools to make water available and accessible during the meal service if breakfast is served in the cafeteria. While water must be made available, schools must not directly or indirectly restrict the sale or marketing of fluid milk (7 CFR 210.10(d)(4)).
* **SP18-2018- Child Nutrition Programs’ Flexibilities for School Year 2018-2019**

USDA released an interim rule published on November 30, 2017 (82 FR 56703) providing Child Nutrition Program (CNP) operators targeted flexibilities for milk, whole grains, and sodium requirements for School Year (SY) 2018-2019. This memorandum summarizes the flexibilities that will be effective July 1, 2018. The following three flexibilities apply to SY 2018-2019 only. USDA is currently developing a final rule that will address the availability of flexibilities beyond SY 2018-2019.

* **FM03-2018- Changes to Micro-Purchase and Simplified Acquisitions Thresholds**

December 12, 2017, legislation was signed making statutory changes to the National Defense Authorization Acts (NDAA) that raised the threshold for micro-purchases under Federal financial assistance awards to $10,000, and the threshold for simplified acquisitions

to $250,000 for all Federal agencies that award grants and cooperative agreements. The Office of Management and Budget intends to revise the 2 CFR 200 Uniform Guidance to conform to the lower thresholds.

Additionally, Alaska Child Nutrition Program Procurement materials will be updated with the new requirements very soon.

* [SP09-2006](https://fns-prod.azureedge.net/sites/default/files/cn/SP09-2006os.pdf)- **School Meal Initiative (SMI) Frequently Asked Questions Resource** We are bringing back a very old USDA policy memorandum that went over the old menu analysis called School Meal Initiative (SMI). Even though USDA did away with the SMI, USDA did not do away with the requirements needed to conduct a menu analysis. In the past two years, the biggest findings we are seeing during Administrative Reviews are missing or incomplete production records. This is very concerning as this information is still a requirement to serving and claiming reimbursable meals. Without complete production records we can’t determine if reimbursable meals are being served and whether any federal funds must be returned. Please read through this Q & A and the SMI resource handbook for the Food Production Records requirements which can be found on page 20.

We would like everyone to be fully aware of these requirements as we proceed into our next Administrative Reviews for 2018-2019. *If we continue to find missing or incomplete production records we will have no choice but to disallow all meals for each day with missing or incomplete production records during the review period.*

###### Additional Topics

* **National School Lunch Week: *Want to win a Prize Package for your school?***

Mark your calendar for National School Lunch Week **October 15-19, 2018**. The theme is “School Lunch: Lots 2 Love,” which was designed to help students and school nutrition professionals connect and share what each loves most about school lunch with parents, school officials, the media, and the general public. Start planning your celebration today! Get started with the help of School Nutrition Association’s (SNA) resources at:

[School Lunch: Lots 2 Love](https://schoolnutrition.org/meetings/events/nslw/2018/)

If you participate in the SNA’s celebration, submit what your cafeteria staff plan to do or photos of your celebration event to us to be entered into a state agency prize drawing!! You may submit your plans and photos to myself at [Elizabeth.seitz@alaska.gov](mailto:Elizabeth.seitz@alaska.gov).

* **National Farm to School Month** I am excited to announce Lyssa Frohling as the new Farm to School Coordinator. Lyssa is jumping right in to her new role starting with the celebration of October as National Farm to School Month.

**Announcements: October is National Farm to School Month**

* National Farm to School Month is the entire month of October. Take the pledge and get entered to win a prize with National Farm to School Network: [Farmtoschool](http://www.farmtoschool.org/pledge)
* National School Lunch week is the third week of October and there are two ways to win a prize;
  + - participate in SNA’s [School Lunch: Lots 2 Love](https://schoolnutrition.org/meetings/events/nslw/2018/) by submitting your plans and photos to Elizabeth Seitz at [Elizabeth.seitz@alaska.gov](mailto:Elizabeth.seitz@alaska.gov)
    - if you are serving a local lunch you can enter the Alaska Farm to School contest to win an Alaska Grown prize at: [2018 Farmtoschoolmonth](https://www.research.net/r/2018FarmtoSchoolMonth).

Stay tuned for more updates throughout the month of October from Lyssa.

We hope you are having a fantastic fall!

* **Training Materials and Resources** We have a resources web page where you can find a lot of program related information. Just go to [Child Nutrition Resources](https://education.alaska.gov/cnp/resources).

Our State Child Nutrition Programs webpage is also a great resource for all kinds of useful information. That link is: [Child Nutrition Programs](https://education.alaska.gov/tls/cnp/)

* **Smart Snack Waiver** This notice serves as a reminder that the waiver request process is an **annual** requirement; a new request form and all supporting documentation—including an Implementation Assessment of your Wellness Policy—must be submitted for approval each year.

To find out more information on Smart Snacks including the waiver form and Competitive Foods you can check out our web page at: [Competitive Foods (Smart Snacks)](https://education.alaska.gov/tls/cnp/competfoods.html)

###### Resources

* **A Guide to Smart Snacks in Schools** This Guide to Smart Snacks in Schools, was updated for School Year 2018–2019. It is a helpful resource for anyone managing school vending machines, fundraisers, or snack bars to better understand the Smart Snacks standards. If you are interested in getting printed copies of this guide you may go to the following link:

[A Guide to Smart Snacks in Schools](https://www.fns.usda.gov/tn/guide-smart-snacks-schools) and submit a request with USDA.

* **National School Lunch Program (NSLP) Order Form** The Alaska Child Nutrition Programs has developed many great program resources that are free for any local education agency (LEA) on the NSLP programs. We have created an order form to make it easier for you to obtain the materials we offer. To access the order form you can find it at: [NSLP Bulletins and Memos](https://education.alaska.gov/cnp/nslp9) under the April Bulletin.
* ***Updated* Food Buying Guide** USDA has finally released the updated Food Buying Guide to help nutrition staff with understanding when purchasing foods about how much is in a #10 can of peaches or the number of portions you get from 20 pounds of ground beef. You can download the [Food Buying Guide](https://foodbuyingguide.fns.usda.gov/Appendix/DownLoadFBG).
* **Listserv**- Did You Know? Alaska Child Nutrition Programs has a listserv. The purpose of the listserv is to provide information and updates on the USDA Child Nutrition Programs, including the National School Lunch Program, the Child and Adult Care Food Program, and the Summer Food Service Program.

To receive all of the hottest news and updates from Alaska Child Nutrition Programs, Subscribe to ak\_child\_nutrition\_programs by filling out the form found here: [Alaska Child Nutrition Programs ListServ](http://list.state.ak.us/mailman/listinfo/ak_child_nutrition_programs).

You will receive a confirmation link via email which you should click to complete your subscription.

* **Help Desk information for Primero Edge** Terri Brown with Primero Edge is a great person to contact when you are having issues with the system during the weekdays. Her contact information is Terri Brown [Terri.Brown@primeroedge.com](mailto:Terri.Brown@primeroedge.com) or you can call the customer care line at **866-442-6030** or email: [customercare@primeroedge.com](mailto:customercare@primeroedge.com).
* **Nutrition Facts Sheet for Fruits, Vegetables, and Seafood** Here are some helpful [Nutrition Information Sheets](https://www.fda.gov/Food/ucm063367.htm) for commonly purchased foods. You can print them out and hang them up or use them as resources for menu planning.

###### Grant Opportunities

* **School Grants for Healthy Kids** $2500 grants for NSLP schools to purchase fresh (preferably local) fruits and vegetables. See website for more information and application: [Chef Ann Foundation Project Produce](http://www.chefannfoundation.org/programs-and-grants/project-produce/).

**Calendar of Upcoming Events**

**DATE: EVENT:**

**October 1st Household Verification Process begins**

**November 15th Verification of Household Application Process must be complete**

**Non-Discrimination Statement:**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.  
  
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To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](http://www.ocio.usda.gov/sites/default/files/docs/2012/Complain_combined_6_8_12.pdf), (AD-3027) found online at: [How to File a Complaint](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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