

School Nutrition News

A Newsletter from the Wisconsin Department of Public Instruction, Division of Finance and Management

Vol. 10 No. 1

Fall 2017

Updated Meal Pattern for Serving Pre-K and Younger Students

As of October 1, 2017, the updated Child and Adult Care Food Program (CACFP) meal pattern replaced the previous meal pattern options for School Food Authorities (SFA) serving infants and children ages 1-5 years old and not yet in kindergarten. The CACFP meal pattern requirements were updated to better align with the Dietary Guidelines for Americans, as required by the Healthy, Hunger-Free Kids Act of 2010. For training on this updated meal pattern, please visit our [Training webpage](#) to view our webcast on serving the updated CACFP meal pattern to pre-kindergarten and younger students participating in the National School Lunch Program (NSLP) or School Breakfast Program (SBP). The [Infants and Preschool in NSLP webpage](#) contains additional resources on sugar limits, best practices, family style meal service, and USDA guidance. For questions about infants and preschool/pre-kindergarten students claimed in SBP and NSLP, contact [Tanya Kirtz](#) at (608) 266-2410 or [Erin Ogenorth](#) at (608) 266-5185.

Great Lakes Great Apple Crunch

Celebrate National Farm to School Month by crunching into locally and regionally grown apples at **noon on Thursday, October 12!** Join schools, early care settings, hospitals, and other organizations throughout Wisconsin and the other states of the Great Lakes region. Last year you helped us reach our regional goal of one million crunches, with 207,875 crunches in Wisconsin alone! The new goal for this year is to get more crunches in Wisconsin than in any other state. [Register](#) now for your copy of the updated Crunch Guide! New Crunch Guides for specific audiences are available, including K-12, ECE sites, and non-school crunches. Use the hashtags #F2Smonth and #GreatAppleCrunch when posting on social media. Find crunch details at www.cias.wisc.edu/applecrunch.



What Can AmeriCorps Farm to School Do for You?



The Department of Public Instruction (DPI) Wisconsin AmeriCorps Farm to School Program responds to the call to address the obesity epidemic while at the same time stimulating economic development in rural Wisconsin. The project supports the Corporation for National and Community Service focus area of Health Futures. This program helps schools create healthier food environments while providing career development opportunities for AmeriCorps Members who will serve high-need Wisconsin counties by implementing farm to school strategies. Our goals are to show positive changes in attitudes towards fresh foods in 50 percent of students who are exposed to the program as well as measureable shift in participating schools toward healthier school food environments.

Schools that participate in farm to school programming see an [average increase of nine percent](#) in meal participation. While some wonder how increasing the amount of local foods they purchase will fit in their budgets, many schools are growing food for their school lunch and breakfast programs in their very own school gardens! Sourcing local foods reduces transportation and packaging costs. Participating in various farm to school activities can also introduce new and exciting seasonal foods and recipes to students.

Many organizations across Wisconsin are involved with farm to school. Some of our partners are schools and school foodservice directors, UW-Extension offices, health departments, YMCAs, farmers, master gardeners, Green & Healthy Schools, healthTIDE, Center for Integrated Agriculture Systems at the University of Wisconsin – Madison, Community Groundworks, and so many more!

To become an AmeriCorps Farm to School Host Site or to connect with your local AmeriCorps Members, please contact [Kara Helget](#) at (715) 214-6080.

Pop Quiz: Yogurt

According to the updated CACFP meal pattern, a six ounce serving of yogurt must not have more than how many grams of sugar?

A) 18 B) 23 C) 28 D) 32

What do you think? Turn to page 3 for the answer!

Site-based Claim Submission

Site-based claiming collects school-level claim data for each participating school listed on Schedule A of your online contract, which then converts into a final consolidated claim. Site-based claiming will now provide site-specific data to allow for Severe Need Breakfast qualification (after 2 years of data collections); Area Eligible Afterschool Snack qualification; and Community Eligibility Provision (CEP) claiming percentages to be automatically applied to the claim. Data will no longer have to be entered manually during contract submission.

Site-based claiming began for the NSLP, SBP, Severe Need Breakfast Program, Afterschool Snack Program, and Area-eligible After School Snack on October 3, 2017. The Special Milk Program (SMP) will begin at a later date. All of the above claims submitted on or after October 3, 2017, are required to be submitted with the new site-based claiming templates. Even if the SFA consists of only one site, the SFA is required to upload the same file format into the template when submitting a claim. Any August or September claims submitted prior to October 3 used the consolidated claim system.

The site-based system is designed to provide an Excel template with a list of all sites operating these programs in your SFA based on your current approved contract. The [Site-based Online Claims Manual](#) shows how the Excel template is automatically generated by Online Services. This template includes headers to identify the required information for each site. The data required is the same as the prior consolidated claim system but is now requested for each site. Sites are identified by school code within these templates, and school names are not included. Therefore it is important to know your school codes. School codes are used to identify a school site within a SFA and are different than agency codes, which identify the SFA. School codes are used in Direct Certification (DC) and site-based claiming. In most cases, your school code will match the DPI assigned school code. Check the [SNT Direct Certification webpage](#) or on Schedule A of your online contract to confirm all school codes.

The table below is an example template file provided to the SFA when logged into the site-based claiming system.

Resources for Site-based Claiming

The [Site-based Claim Manual](#) provides step-by-step instructions and screenshots for each program. A Site-based Claiming webcast is also available on the [SNT training webpage](#). Contact [Deb Wollin](#) at (608) 267-3724 or [Jessica Schultz](#) at (608) 266-3296 with questions.

Example Template for Site-based Claiming

Agency Code	School Code	Program	Date Claim	Student Approved Free	Student Approved Reduced	Days Operating	Enrollment	ADA	Free Student Meals	Reduced Student Meals	Paid Student Meals	Total CEP Meals
12345	20	NSL	6/1/2017	0	0	0	0	0	0	0	0	0
12345	40	NSL	6/1/2017	0	0	0	0	0	0	0	0	0
12345	210	NSL	6/1/2017	0	0	0	0	0	0	0	0	0

DC with Medicaid Data

Wisconsin is participating as a pilot state in the USDA National School Lunch Program and School Breakfast Program Demonstration Project to Evaluate Direct Certification for Free and Reduced Price School Meals using Medicaid Data. School enrollment data will be matched with Medicaid eligibility data to identify children who receive Medicaid, or live with a child who receives Medicaid, and whose family income, before expenses and deductions, does not exceed:

- 130 percent of the Federal Poverty Level (FPL) for free school meal eligibility; or
- 185 percent of the FPL for reduced price meal eligibility.

When the student enrollment file is uploaded to the State database, it may match students with return codes of M or Z. The “M” code signifies the student matched with Medicaid at the income level for free meals. The “Z” code signifies the student matched with Medicaid at the income level for reduced meals.

Keep in mind that a Z code on a DC run means the student will receive reduced meal benefits. If that household submits an application which qualifies the student for free benefits, that paper application takes precedence over the previous reduced status identified on DC. The student always receives the “best benefit.”

Also, some students may be in an eligibility carryover status for the first few days of school. However, if they carried free meal benefits last school year and are now matched with a Z code through DC, that is a new eligibility determination and their status changes to reduced, ending the 30-day carryover period.

Wisconsin is pursuing a match of students from some state tribal agencies with the Department of Children and Families (DCF) who receive Food Distribution Program on Indian Reservations (FDPIR) benefits. SNT will provide communication when it is possible for SFAs to run a second DC match for a FDPIR match. Any matches on that separate run will return a “G” code.

Webcasts are available for viewing on [Getting Started in Free/Reduced Price Meal Eligibility](#); [Processing Applications and Direct Certification in Free/Reduced Price Meal Eligibility](#); and [Special Situations in the Free and Reduced Price Meal Eligibility Process](#). Another short webcast was created to address Filling out the Household Application for Free and Reduced Price School Meals, available in [English](#) and [Spanish](#). These may be posted to a district or school website as a resource for families.

Free and Reduced Price Meal Benefits

The current [Eligibility Manual](#) is posted to the DPI website on the webpage devoted to [Free and Reduced Price Meal Applications and Eligibility](#).

A meal benefit determination is effective for the remainder of the school year and up to 30 operating days into the next school year, unless a new determination is applied for, discovered, or matched through DC. If no new determination is made within the 30 operating day carryover period, the meal benefit is terminated. A [template letter](#) was created to communicate with households about expiring meal benefits.

When a student resides in different households with joint custody, the SFA should attempt to communicate with both parents about any meal benefits. If both households are determined for meal benefits, the student must receive the best benefit. A [template letter](#) was created as an option to communicate with joint custody households.

If a student is determined to receive meal benefits because they were matched through **Direct Certification**, that eligibility status extends to all students in the household and may extend to other students in the SFA who reside in the joint custody household. Please note, an “E” code signifying a foster status does not extend to other students.

If a student is determined to receive meal benefits through an **application**, that eligibility status extends to all students in the household but does not extend to other students in the SFA who reside in the joint custody household. Please note, “Other Source Categorical” status does not extend to other students. This includes benefits due to a status of foster, homeless, migrant, runaway, or Head Start.

Professional Standards Rule

Has there been a recent school nutrition director change in your SFA? According to the Professional Standards Rule, each SFA must have a person designated as the director of the school nutrition program. Any director hired after July 1, 2015, must meet specific hiring standards in education and/or past school nutrition experience as well as eight hours of food safety training.

Please update your online contract if a new director has been hired so we can communicate with him or her. This [Contract Manual](#) has step-by-step instructions listed on page 12. Refer to the [Professional Standards Hiring Chart](#) for guidance in determining if the new director meets the standard. Please note, SFAs with enrollments less than 500 qualify for lesser requirements. If a new director has been hired but does not meet the listed requirements, please contact SNT for advice and the possibility to complete a Request for Hiring Standards Exemption form.

School Kitchen Renovation and Building Costs

Renovating

USDA Food and Nutrition Services (FNS) has allowed limited renovations within the inside perimeter of a kitchen/cafeteria space. [2 CFR 200.452](#), identifies costs of normal repairs and alterations as allowable so long as they keep property in an efficient operating condition; do not add to the permanent value of the property or appreciably prolong its intended life; and are not otherwise included in rental or other agreements.

For example, renovating a kitchen by cutting away a portion of the wall to allow room for a walk-in refrigerator and related electrical wiring is an allowable expense if the renovation is “necessary” to accommodate increased participation of students in the school meal programs.

Additionally, items that will be used outside the scope of foodservice must be prorated. For example, cafeteria seating that is also used for study hall and afterschool programs must be prorated based on each activity’s share of usage. The only state agency pre-approval required is for capital expenditures not on the [pre-approved equipment list](#).

Building

School meal program regulations in [7 CFR 210.14\(a\)](#) and [220.7\(e\)](#) require that revenues received by the nonprofit school food service account (NSFSA) shall not be used to purchase land or buildings unless otherwise approved by the FNS, or to construct buildings. The goal is to ensure SFAs maintain the necessary funding to operate as required by the school meal programs authorizing legislation and regulations. The NSFSA is not used to cover major expenses that should be covered by the school district’s general funds (e.g., capital infrastructure costs).

Procurement Reviews (PR)

New resources are available to further assist schools with completing their procurement reviews. Please keep in mind, the Administrative Review (AR) and the PR are two separate reviews though both follow the same review cycle. During the PR, each SFA will be instructed to complete the Procurement Review Form, located on our [School Procurement Review Process webpage](#).

SNT will host conference calls for SFAs selected for PRs as well as conference calls for SFAs looking for general information and updates. Details about future conference calls and timelines for PRs will be sent via email. In addition, recorded trainings are available covering the important topics of procurement. Online Procurement Training Series can be found on the [Procurement Training webpage](#).

Pop Quiz: Yogurt

B) 23

As of October 1, 2017, yogurt served in the CACFP must not have more than **23 grams** of sugar per 6 ounces. There are many types of yogurt that meet this requirement. It is easy to find them by [using the Nutrition Facts Label](#).

USDA New Guidance



USDA policy memos can be accessed at

<http://www.fns.usda.gov/cnd/governance/policy.htm>.

SP 20-2017: Community Eligibility Provision: Annual Notification and Publication Requirements

Annually, SNT is required to post a list of SFAs and schools that are eligible and near-eligible for the Community Eligibility Provision (CEP) by May 1. Each SFA that is eligible or near-eligible for CEP was notified by April 15. The CEP Notification data that was posted May 1 is proxy data. Any SFA interested in applying for CEP is required to provide documentation to confirm eligibility. Visit the [Community Eligibility Provision](#) webpage for more information on CEP.

SP 22-2017: Team Up for School Nutrition Success (Team Up) – Phase III

This memorandum provides important information regarding Phase III of the Team Up initiative, and presents several options to Regional Offices and state agencies (SAs) for continuing the momentum of Team Up.

SP 23-2017: Unpaid Meal Charges: Guidance and Questions and Answers (Q&As)

This memo announces the release of an updated version of Unpaid Meal Charges: Guidance and Q&As. This memorandum provides new and updated guidance and Q&As to address common questions FNS has received about managing unpaid meal charges. This memorandum supersedes SP 57-2016: Unpaid Meal Charges: Guidance and Q&A, dated September 16, 2016.

SP 24-2017: Local School Wellness Policy: Guidance and Q&As

Local educational agencies (LEA) participating in the NSLP and/or SBP are required to develop local school wellness policies that promote the health of students and address the problem of childhood obesity. Wellness policies are tailored to the unique needs of each LEA and present an opportunity to improve the health of each community.

On July 29, 2016, the FNS finalized regulations to create a framework and guidelines for written wellness policies established by LEAs. The final rule requires LEAs to begin developing a revised local school wellness policy during school year (SY) 2016-2017. The revised policy must be in place by June 30, 2017.

Of particular note is the section on food and beverage marketing as it relates to brand marketing. Brand marketing is not restricted. If a specific product does not meet the Smart Snacks nutrition standards, it may not be marketed on the school campus during the school day; however, the brand may be marketed. The final rule also discusses copycat products, where a company reformulates one product in a brand's product line to meet school nutrition standards. Marketing of copycat products is not restricted.

SP 26-2017: Accommodating Disabilities in the School Meal Programs: Guidance and Q&As

This Q&A memorandum provides practical guidance related to accommodating disabilities in the school meal programs and is an accompaniment to [SP 59-2016](#). [SP 36-2013](#): Guidance Related to the ADA Amendments Act, dated April 26, 2013, is rescinded.

SP 28-2017: Revised Prototype Free and Reduced Price Application for SY 2017-2018

Attached to this memorandum is a revised edition of the USDA Prototype Application for Free and Reduced Price School Meals for use in SY 2017-2018. The changes made to the prototype application and instructions are intended to help LEAs ensure families submit their applications to the appropriate location.

The Wisconsin Free and Reduced Price Meal Application materials have been updated and modified for Wisconsin and are located on our website on the [Free and Reduced Price Meal Applications and Eligibility](#) webpage.

SP 29-2017: 2017 Edition: Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation's Schools

The second edition of [Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation's Schools](#) has been published. This best practice guide is designed to support SAs and local program operators in their efforts to find workable solutions to the challenge of unpaid meal charges. Consistent with other FNS guidance, changes are highlighted throughout the guide.

Additional information, policy guidance, and best practice resources may be found on the [FNS Unpaid Meal Charges](#) webpage.

SP 30-2017, CACFP 13-2017: Transition Period for the Updated CACFP Meal Patterns and the Updated NSLP and SBP Infant and Preschool Meal Patterns

There are no Q&As included in this guidance memo; however, important guidance points include:

- As long as child nutrition program (CNP) operators are making a good faith effort to comply with the updated requirements, meals cannot be disallowed. Furthermore, CNP operators cannot be found seriously deficient when meals fall short of the updated CACFP meal patterns and the updated School Meal Programs' infant and preschool meal pattern requirements during this transition period.
- SAs and sponsoring organizations must continue to take immediate fiscal action if a meal is completely missing one or more of the required food components (see [7 CFR 226.2](#), definition of "meal", and [226.20\(a\)](#)).
- The types of recordkeeping documents, such as production records, required to demonstrate compliance with the meal patterns are at the discretion of SAs. However, FNS emphasizes that, to the extent practicable, SAs should not impose additional paperwork requirements to ensure compliance with the updated CACFP meal patterns and the updated school meal programs' infant and preschool meal patterns.

SP 31-2017: Clarifications for Fiscal Action School Food Authority-Wide for Administrative Reviews (AR) in SY 2016-2017

The new AR process requires fiscal action to be taken SFA-wide for certification and benefit issuance errors. This ensures program integrity by assessing fiscal action for certification errors at all sites, as well as for systemic errors within the entire SFA. This memo provided some flexibility in this requirement for ARs in the 2016-17 SY.

SP 32-2017: School Meal Flexibilities for SY 2017-2018

This memo solidifies the three flexibilities that Secretary Sonny Perdue announced on May 1, 2017.

1. Whole grain exemptions given last year may continue at SA's discretion. Additionally, SAs may approve SFA exemption requests for specific products if the SFA can demonstrate hardship(s) in procuring, preparing, or serving compliant whole grain-rich products that are accepted by students.
2. SAs have the discretion to grant SFAs exemptions allowing service of low-fat (1-percent milk fat), flavored milk through the NSLP and the SBP, and as a competitive food available for sale on campus during the school day. In order to qualify for the exemption, schools must demonstrate hardship by documenting a reduction in student milk consumption or an increase in school milk waste.
3. SFAs are not required to meet the Sodium Target 2 until 2020. SFAs are still required to meet Sodium Target 1; however, they are encouraged to continue to work towards creating low-sodium menus that students enjoy.

Information on receiving a whole grain-rich or low-fat, flavored milk exemption is posted on the [Meal Pattern Components section of the Menu Planning webpage](#).

SP 33-2017: SA Food Safety Inspections Report for SY 2016-2017

This memorandum provides guidance regarding the reinstatement of the food safety inspections reporting requirement under the NSLP and SBP for fiscal year (FY) 2017. SAs must report annually to FNS the number of food safety inspections obtained by schools under their jurisdiction. SFAs provide this information to DPI within the annual online contract submission.

SP 34-2017: Fiscal Year 2017 NSLP Equipment Assistance Grants for School Food Authorities

This memo announces the FY 2017 USDA equipment grant. Wisconsin will receive \$348,063 to distribute to schools in a competitive grant process. Priority will be given to SFAs participating in the NSLP where 50 percent or more of the enrolled students are eligible for free or reduced price meals. Another evaluation criterion will be whether the school received funding in previous equipment grants. These funds allow SFAs to purchase equipment to serve healthier meals that meet the meal patterns, with an emphasis on serving more fruits and vegetables in school meals, including items purchased locally, improving food safety, and expanding access.

Watch for more information on this grant in an upcoming School Nutrition Bulletin and future postings on the [SNT Equipment Grant webpage](#).

SP 35-2017: Fresh Fruit and Vegetable Program (FFVP): Revised FY 2017 Funding Allocation and FY 2018 Funding Allocation

This memo provides revised state level FFVP funding for FY 2018, starting on October 1, 2017. It also adjusts the funding for the grant period July through September 2017 prior to the new FY. FFVP selected schools will be granted funding based on the guidance in this memo.

SP 36-2017: 2017 Edition of the Eligibility Manual for School Meals

The [2017 Edition of the Eligibility Manual for School Meals](#) has notable changes highlighted in yellow throughout the manual. New this year, regulatory citations were included and FNS added Q&A to the end of each section. This is a very important document to be familiar with for the eligibility and certification process for free and reduced price meals, verification, and more.

SP 37-2017: Flexibility for Co-Mingled Preschool Meals

The CACFP meal pattern has been updated, and schools serving meals to infants and children ages 1-5 years old and not yet in kindergarten must comply with these updated requirements no later than October 1, 2017. This memorandum provides guidance on meals served to preschoolers in the same service area at the same time as grade K-5 students. Q&A is included. This memo, guidance, and resources are posted on the [SNT Infants and Preschool in NSLP and SBP webpage](#).

SP 38-2017: Compliance with and Enforcement of the Buy American Provision in the NSLP

This memo provides guidance and several updates, including suggested contract language to be utilized in solicitations. It also serves to reinforce the importance of the Buy American provision to our economy and its positive effects on small and local businesses. This memorandum replaces [SP 24-2016: Compliance with and Enforcement of the Buy American Provision in the NSLP](#), dated February 3, 2016.

SAs conducting PRs in conjunction with, or as a separate review from, the AR process must ensure SFA compliance with the Buy American provision. During a PR, SAs should:

1. determine if SFAs are purchasing domestic commodities as defined in [7 CFR 210.21\(d\)](#);
2. check that solicitations and contracts contain the Buy American certification language recommended in Questions 6 and 7; and
3. review a sample of supplier invoices or receipts to determine whether the solicited-for domestic foods were provided by the awarded contractor.

The memorandum includes "Questions and Answers for the Buy American Provision" for additional guidance.

SP 39-2017: Local Agency PRs for SFAs

This memo amends guidance provided in [SP 45-2016: Draft Tool for Local Agency PRs of SFAs in SY 2016-2017](#) and clarifies FNS expectations for SA oversight of SFA procurement procedures, as required in program regulations. Stay tuned as there are some SA decisions to be made.

SP 40-2017: 2017 Edition: Accommodating Children with Disabilities in the School Meal Programs

The updated guide, [*Accommodating Children with Disabilities in the School Meal Programs*](#), provides additional guidance on how the broader vision of the Americans with Disabilities Act can be implemented in school cafeterias nationwide.

The guide includes Statutory and Regulatory Requirements; Making a Meal Modification; Reimbursement for Modified Meals; Meal Modifications and Substitutions; Meal Service Accommodations; Procedural Safeguards and Training; Non-Disability Situations; and Appendices.

CACFP 06-2017: Feeding Infants and Meal Pattern Requirements in the CACFP; Q&As

This memo pertains to preschool students. It supersedes [CACFP 23-2016: Feeding Infants and Meal Pattern Requirements in the CACFP; Questions and Answers](#). It covers a broad scope of topics, including updates on the required storage temperature for breastmilk, and clarification on documenting meals when a mother breastfeeds on-site.

CACFP 16-2017: Grain-Based Desserts in the Child and Adult Care Food Program

Feedback submitted to USDA reports that disallowing sweet crackers as part of a reimbursable meal would be particularly challenging compared to other grain-based desserts. Feedback also included that sweet crackers are frequently served in at-risk afterschool programs and rural areas because they are appetizing, low-cost, and shelf-stable.

In light of the above, and because stakeholders did not have an opportunity to comment on the revised Exhibit A, FNS understands some flexibility is needed. Therefore, the CACFP Exhibit A has been further revised to exclude sweet crackers from being designated as a grain-based dessert in the CACFP. This revision does not change the designation of sweet crackers for the School Meal Programs' K-12 meal pattern requirements. As a best practice, FNS encourages centers and day care homes to serve sweet crackers on a limited basis because of higher added sugar content.

CACFP 17-2017: Documenting Meals in the Child and Adult Care Food Program

CACFP centers and day care homes are required to demonstrate they are serving meals that meet the meal pattern requirements. Centers and day care homes must keep records of menus. However, SAs have the authority to determine other types of acceptable recordkeeping documents required to demonstrate compliance with the meal patterns.

SNT created templates for use in schools serving this population, as well as a [webinar](#) that includes more information on record keeping requirements when claiming infant to preschool meals under the NSLP and SBP. This guidance is posted on the [SNT Infants and Preschool in NSLP and SBP webpage](#).

TA 01-2017: Twenty-first Release of the Child Nutrition Database (CNDB)

Schools using USDA-approved nutrient analysis software should be aware that a new release of the Child Nutrition Database, CN21, is available to companies who develop software. Software companies with nutrient analysis programs approved by USDA were required to submit their software updated with CN21 by no later than Monday, August 21, 2017. Software

vendors could request additional time to update to CN21. CN21 contains nutrient data for 122 of the new USDA standardized recipes and 376 new items from food vendors, including products from 12 new companies. Additionally, fields for potassium and Vitamin D were added.

Meal Flexibilities: Milk

On May 1, 2017, USDA Secretary Sonny Perdue issued a proclamation announcing several menu planning flexibilities that emphasize USDA's commitment to assist schools in serving healthy and appealing school meals.

If your SFA is experiencing a reduction in student milk consumption or an increase in school milk waste, you may submit an online exemption request for the service of low-fat (1-percent milk fat), flavored milk. If approved, the exemption allows service through the NSLP, SBP, and as a competitive food available for sale on campus during the school day.

In order to qualify for the exemption, SFAs must complete and submit the online exemption request with documentation demonstrating a hardship. Acceptable documentation of hardship(s) includes, but is not limited to, the following:

- milk counts showing a significant decrease in milk sales since implementation of the current meal patterns;
- milk counts showing declining milk sales despite offering alternative products and brands;
- a food waste study indicating significant waste of fluid milk;
- logs indicating significant negative feedback from students and parents regarding lack of availability of low-fat, flavored milk; or
- logs indicating significant negative feedback from students regarding the palatability of fat-free, flavored milk.

The survey to apply for a low-fat, flavored milk exemption, including more information on the acceptable documentation, is available on the [Meal Pattern Components section of the Menu Planning webpage](#), under the Milk heading.

Please note, until your SFA receives approval for exemption, continue to serve milk varieties that meet meal pattern requirements. Contact [Hannah Snider](#) at (608) 267-9286 or [Christine Novak](#) at (608) 261-6325 with questions.

New Standardized Recipes

USDA Team Nutrition cooked up another batch of delicious, kid-approved recipes for schools and child care. These recipes are standardized to provide updated crediting information and are made with legumes, whole grains, and/or dark green or red/orange vegetables. The recipes can be found on the [What's Cooking? USDA Mixing Bowl website](#).



Reapplying for the Community Eligibility Provision (CEP)

Sites participating in CEP in the last year of the four year cycle must reapply for CEP starting next April. To determine whether CEP is still a financially viable option at your SFA, run DC periodically throughout the school year, using total enrollment and school codes. Use the [CEP application's](#) eligibility worksheet tab to determine possible free and paid claiming percentages.

If you run DC and notice the number of students matched has dropped below the required 40 percent, you may apply for a Grace Year, or a Fifth Year. Based on how your site(s) was participating in CEP, if the new Identified Student Percentage (ISP) is between 30 to 40 percent, your site(s) will qualify for a Grace Year. The same free and paid claiming percentages used in the first four years will also be used in the Grace Year. Following the Grace Year, you must reapply using new data.

Provision to Non-Provision Student Transfer Flow Chart

A [transfer student resource](#) is posted on the [CEP](#) and [Free and Reduced Priced Meal Applications and Eligibility](#) webpages. This chart assists LEAs in determining how to claim students who transfer from provision schools (CEP and Provision 2) to non-provision schools (standard counting and claiming). This resource applies both during the middle of the school year and between school years. For more information on transfer guidance, see the most recent [Q&A SP 54-2016](#).

FFVP for SY 2017-18

Elementary students in 168 schools around the state will enjoy regular fresh fruit and vegetable snacks this school year! The FFVP gives schools a chance to offer students unique produce items that they might not be able to offer in the reimbursable school meal programs. Last year, Wisconsin students tried starfruit, broccolini, blood oranges, and passion fruit, among many others.

Check out our [FFVP webpage](#) for more information, including helpful resources for schools participating in the program. We also created and posted two brand new FFVP webcasts!

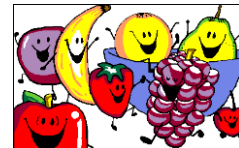
The FFVP is made possible through grant funds from USDA. Grant funding varies from year to year, so even if your school applied this school year and was not awarded, please consider applying next school year. FFVP grant application information for the 2018-19 school year will be available in early 2018.

Elementary schools that participate in FFVP can use grant funds to purchase local apples as a snack for the Great Lakes Great Apple Crunch (page 1). Apples purchased with FFVP funds should be offered during regular FFVP snack times, and cannot be offered during breakfast, lunch, or after school. While the official crunch is scheduled for noon, your school can crunch any time during the day.

Fruit Bowls and Food Safety

The Smarter Lunchroom Movement focuses on a series of inexpensive techniques that schools can use to nudge students to voluntarily select the healthiest food in the lunchroom. One such strategy is to display a variety of whole fruits in attractive bowls or baskets. If you are considering implementing this strategy, there are a few food safety tips to keep in mind:

- Fruit with edible peel need to be covered by a sneeze guard.
- If edible peel fruits are displayed without a sneeze guard, a variance from the local regulatory agency (e.g., sanitarian) is required.
- Edible peel fruits may be wrapped in plastic wrap or put in bags and served without a sneeze guard. Approval from your sanitarian is recommended.
- Tongs are recommended for service of fruits with edible peels.
- Whole fruits with inedible peels can be served without a sneeze guard.



If you have questions concerning food safety, please contact your local regulatory authority.

FFVP Wisconsin Research Results

A [study](#) was published in the fall 2016 edition of The Journal of Child Nutrition & Management describing research conducted at a Wisconsin elementary school that participated in the FFVP. The study results showed that the use of incentives, praise, prompting, and behavior modeling led to an increased percentage of students bringing and consuming a fruit or vegetable snack from home on non-FFVP days. You may consider using some of these strategies to encourage students to eat their FFVP snacks.

Changes to the Verification Collection Report (VCR)

Wisconsin is participating in the USDA National School Lunch Program and School Breakfast Program Demonstration Project to Evaluate Direct Certification for Free and Reduced Price School Meals using Medicaid Data. Therefore, reporting for Medicaid DC matches is important. There are two new DC match codes – “M” for free meals and “Z” for reduced.

Only the “M” (free) DC code should be reported in Section 3-3 of the VCR this year. The “Z” (reduced) code should not be reported this year in Section 3-3. The SA has access to that information internally. The VCR reporting deadline is February 1, 2018, but SNT highly recommends that the VCR be completed as soon as the verification process is completed on or before November 15, 2017.

Verification webcasts can be viewed for guidance on the [verification process](#) and [Verification Collection Report](#).

SNT Member Updates

Welcome to...

Janie Maier

Nutrition Program Consultant

Hometown: Hartford, Wisconsin

Favorite School Meal:

Chicken and gravy over mashed potatoes

Hobbies and Interests:

Cooking, baking, and photography

Most Watched Movie:

National Lampoon's Family Vacation



Karen Jardaneh

Nutrition Program Consultant

Hometown: Milwaukee, Wisconsin

Favorite Vegetable: Spinach

Hobbies: Walking, gardening, trying new recipes, exploring, and jewelry

Other Fun Fact: I speak a little Arabic.



Lauren Troxtel

Nutrition Program Consultant

Hometown: Wixom, Michigan

Favorite Vegetable: Sweet peppers

Surprising Past Job: Community Health Peace Corps Volunteer in Ethiopia

Favorite Part of Your Job with SNT:

I am excited to travel and visit the many different schools of Wisconsin!



Kirsten Voss

Nutrition Program Consultant

Hometown: Greendale, Wisconsin

Favorite School Meal: Bosco Sticks

Surprising Past Job: Wisconsin State Fair cream puff maker

Favorite Part of Your Job with SNT: There is no such thing as a typical day!



Kara Helget

AmeriCorps Farm to School Program Nutrition Education Consultant

Hometown: Eau Claire, Wisconsin

Favorite Vegetable: Sweet potatoes

Hobbies and Interests: DIY projects, crafts, hiking, and deer hunting

What Store Could Max Out Your Credit Card: Michaels



Melissa Raney

Public Health Nutritionist

Hometown: Eureka, Illinois

Most Recent Vacation:

Last Christmas, my family traveled to Daytona Beach, Florida. I got engaged there!

Most Watched Movie:

The Emperor's New Groove

Favorite Part of Your Job with SNT:

The team! Everyone is friendly, helpful, and positive.



Christine Novak

Public Health Nutritionist

Hometown: Mequon, Wisconsin

Favorite Vegetable: Onions

Hobbies: Woodworking and *Dr. Who*

Upcoming Vacation:

Planning a trip to Scotland with family

Describe Yourself as a Candy Bar:

Almond Joy – almost healthy and sometimes I feel like a nut!



Dana Colla

Public Health Nutritionist

Hometown: Chicago, Illinois

Favorite Vegetable: Carrots

What Store Could Max Out Your Credit Card: Target

Other Fun Fact: I love a good food pun!



Welcome Back to...

Molly Gregory, who returned to SNT in August as a Public Health Nutritionist in a part-time, training administration role.

Farewell and Best Wishes to...

Kathy Bass, who retired (again) in September. Kathy worked as a Nutrition Program Consultant, assisting both SNT and the Community Nutrition Team. She looks forward to exploring the globe. Bon voyage, Kathy!

Faith Huffman, whose project position ended in early July. Faith was on the USDA Foods and Procurement Team and did wonderful work for school nutrition. We will miss working with her and wish her well in her future endeavors.

Barbara Pratt, who retired in September after 37 years in school nutrition, most recently as a lead Nutrition Program Consultant. Cheers to the back nine, Barb!

Professional Standards Grant Updates

The USDA 2015 Professional Standards Training Grant ended on September 30, 2017. The grant initiatives included the Goal Oriented Achievement Learning Skills (GOALS) program, Spanish First, and Team Up for School Nutrition Success – Small Victories. Small Victories workshops will continue as a permanent part of SNT’s efforts to ensure Wisconsin school nutrition professionals have avenues to improve their skills and advance their careers in the field of school nutrition. In July, Nutrition Program Consultant Loriann Knapton had the pleasure of attending the School Nutrition Association Annual Conference in Atlanta to present as part of a USDA panel on Wisconsin’s grant activities. It was an awesome experience with very positive feedback from school nutrition professionals across the nation. SNT is extremely proud of our school nutrition professionals and very much appreciated the opportunity the USDA grant provided to expand our training options. A summary and outlook for each initiative is below.

GOALS

The response to the GOALS certificate program has been phenomenal! SNT is reviewing applications and answering your GOALS questions on a daily basis. The GOALS webpage continues to expand and grow. The high level of interest in GOALS proves that Wisconsin school nutrition professionals are committed to ensuring students are well-nourished and ready to learn. As a reminder, when you are ready to submit your GOALS application, follow the steps on the [application webpage](#) to ensure your application is received and assessed in a timely manner. If you have questions about GOALS, contact us at GOALS@dpi.wi.gov.

Congratulations to Mary Peters, Director of Food Service from the School District of Crandon, as the most recent recipient of a GOALS certificate! Thank you, Mary, for your hard work, dedication, and commitment to serving children through the USDA Child Nutrition Programs. Just like school meals... YOU ROCK!



Team Up For School Nutrition Success

Small Victories



In an effort to develop and expand a strong network of school nutrition directors throughout the state, SNT plans to continue offering training each fall

based on the [Institute for Child Nutrition’s Team Up for School Nutrition Success](#) training model as part of Small Victories. This pairs experienced school nutrition directors with other directors to develop a plan of action for areas of their school nutrition programs that would benefit from improvement or a different approach. In fall 2016, directors with expertise in the area of managing food waste met with other directors in six different locations around the state to develop plans to reduce the amount of wasted food in their cafeterias. This past fall, directors met in school cafeterias across Wisconsin to work on developing plans for increasing participation through [Smarter Lunchrooms](#). The

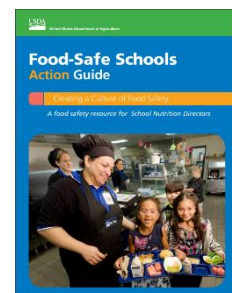
sessions are informal, fun, and a terrific way to learn from other directors.

Spanish First – Training Opportunities in the Spanish Language

Trainings in Spanish have expanded to include meal pattern training during the SNT’s annual School Nutrition Skills Development Courses (SNSDC), ServSafe, and Small Victories. Additionally, SNT posted a short [webcast](#) on the free and reduced application with instructions for households on how to complete the application in both English and Spanish. Look for additional training opportunities in Spanish coming soon.

Create and Support a Culture of Food Safety

The USDA FNS Office of Food Safety, in collaboration with the [Center of Excellence for Food Safety Research in Child Nutrition Programs](#), recently launched a new website, www.FoodSafeSchools.org. This website features the [Food-Safe Schools Action Guide](#), which provides school nutrition directors with specific steps to promote a culture of food safety within their school communities.



The Office of Food Safety also released a video series called [Produce Safety Hacks](#). These five, minute-long, social media-friendly videos educate foodservice professionals on “tricks of the trade” to help keep produce safe and at a high quality. The [video series](#) is available in English and Spanish languages.

The new Food Safe Schools website and the *Produce Safety Hacks* series can also be accessed through the FNS [Office of Food Safety website](#), which hosts a variety of food safety resources for USDA’s nutrition assistance program operators. Let’s grow food safety!

Direct Certification

Running your enrollment through the [DC](#) system is an important and mandatory back to school task. The enrollment should only list students with access to at least one meal per day. SFAs that do not participate in CEP or are mixed districts, are required to complete a full enrollment run before the first day of school. SFAs that have 100 percent CEP schools must complete their first run in October. DC is the process by which SFAs certify children who are members of households receiving assistance under categorical state benefits, and these students are automatically eligible for free or reduced price school meals. If you are new to DC and need to request access to the system for the first time, please consult page 4 of the Wisconsin 2017-18 [Direct Certification User Guide](#). For those of you who already have access to the DC system, the user guide provides information about [important enhancements](#) and guidance. Questions about using the DC program? Email dpifns@dpi.wi.gov or call the SNT at (608) 267-9228.

Mark Your Calendar!

National Farm to School Month – October 2017

farmtoschool.org/our-work/farm-to-school-month

ServSafe Course and Exam – October 27, 2017

DPI Offices, Madison, Wisconsin

dpi.wi.gov/school-nutrition/training#up

Save the Date: 2018 Wisconsin School Wellness Summit

Wisconsin Team Nutrition is excited to announce the upcoming Wisconsin School Wellness Summit! The summit will be held on March 8, 2018, at the Alliant Energy Center in Madison. The summit will offer a variety of breakout sessions in school nutrition, physical activity, and wellness policy. Agenda and registration information will be posted in November on the [Wisconsin Team Nutrition website](http://www.wisconsin-teamnutrition.org).



Mix It Up at Breakfast!

Looking to add variety to your breakfast menu? Check out some of these recipe resources!

[What's Cooking? USDA Mixing Bowl](#) (quantity)

[On, Wisconsin!](#) (three week cycle menu)

[Healthier Kansas Menus](#) (six week cycle menu)

Keep in mind that these recipes are quantity recipes and must be tested and standardized to your operation.

Satisfy Your App-etite for Technology with SNACS



Implementation of SNT's free software, School Nutrition Accountability Software (SNACS), is

ongoing. There is a group of SFAs that are using SNACS as their software solution this school year, including several using SNACS for the first time.

SNACS is the perfect solution for smaller districts currently managing their participation in school nutrition programs through manual processes. SNACS is free to use, and users have access to SNACS online free/reduced meal application. Other benefits include assistance with the application approval and direct certification processes; a meal counting system to accurately capture daily meal counts; aid in compiling the monthly reimbursement claim; step-by-step guidance through the annual verification process and submission of the Verification Collection report; and automated letter generation capabilities.

Please check SNT's upcoming newsletter for information on how your SFA can use SNACS in SY 2018-2019 and beyond. For more information, visit the [SNACS webpage](#).

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at:

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.

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