



BREAK for a **PLATE**
SCHOOLS

TABLE

TALK



Alabama State Department of Education
Child Nutrition Programs

VOLUME 003

ISSUE 001

July 13, 2023

WEBINAR LINK

[CLICK HERE](#) for the WebEx training session recording

OVERVIEW

- REVIEWS AND REMINDERS
- MONTHLY MEMOS
- TOP TOPICS
- TRAINING TIDBITS
- SPONSOR SPOTLIGHT

School Programs Staff Introductions



Back Row L to R: Chad Langston, Education Specialist,
Joe Clark, Staff Accountant,
Esther Hicks, Education Specialist,
Dawn Polk, Staff Accountant,
Thyra Gilmore, Retired Accounting Technician,
Steven Rylant, Senior Accountant

Middle Row: Robbie Scott, Education Specialist,
Devin Williamson, Senior Nutritionist,
Lakesha Welch, Administrative Support Assistant,
Loria Hunter, Education Specialist,
Sharon Allison, Education Specialist,

Front row: Penni Jeter, Retired Education Specialist,
Asia Fallen, Administrative Support Assistant,
Angelice Lowe, State CNP Director,
Julie Autrey, Education Administrator,
Donnanique Washington, Education Specialist

School Programs Staff Introductions

Area 1: Sharon Allison

Area 2: Esther Hicks

Area 3: Chad Langston

Area 1, 2, 3: Finance: Dawn Polk

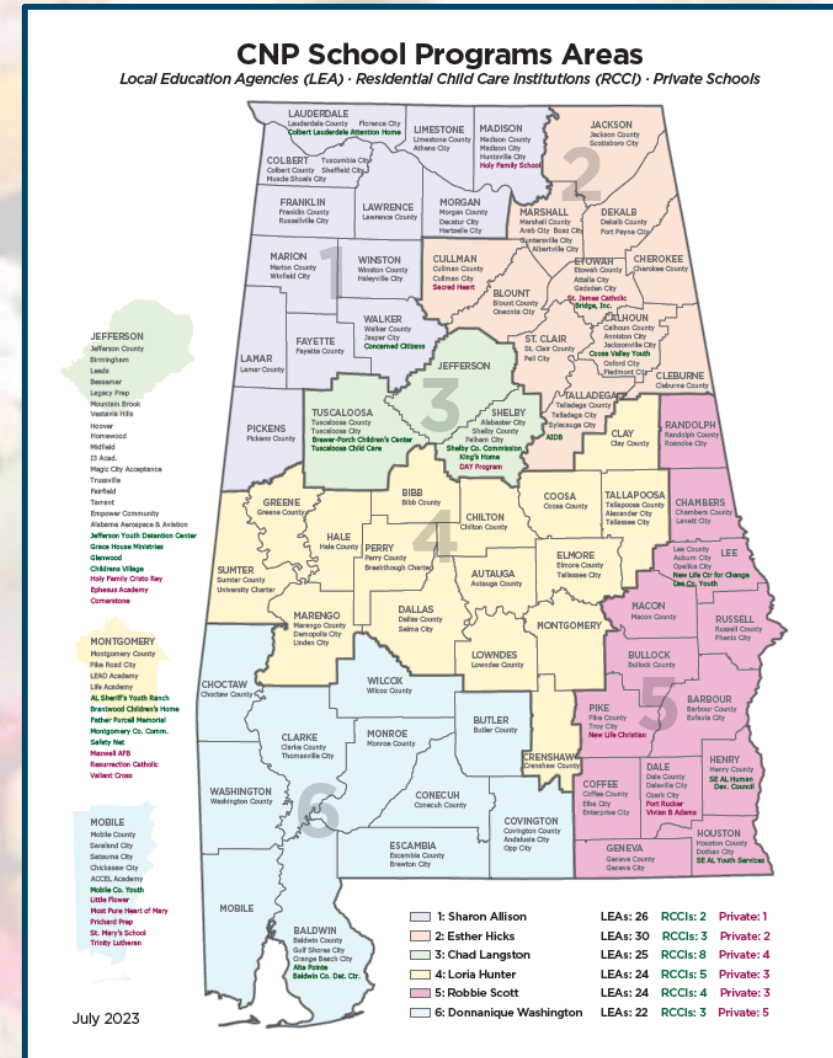
Area 4: Loria Hunter

Area 5: Robbie Scott

Area 6: Donnanique Washington

Area 4, 5, 6: Finance: Joe Clark

Positions open for State Agency CNP specialists and accountants in the Montgomery and Birmingham offices.
For more information email cnpslp@alsde.edu.



School Year 2024 News

CEP News:

113 SFAs/921 Schools electing CEP for SY 2023-2024. Up from 66 SFAs/518 schools.

Review your data and plan for SY2025!
DC% statewide for SY 2024 is 55.53%
(SY 2023 year was 58.48%)

New Professional Development hours Hiring Standards, and CNP Director Certification Requirements effective August 15, 2023.



171 Child Nutrition Program professionals from Alabama **REACHED HIGHER** at the School Nutrition Association Annual National Conference July 7-11 in Denver, Colorado. Make plans to join us next year in Boston!!

REVIEWS AND REMINDERS

ROBBIE SCOTT

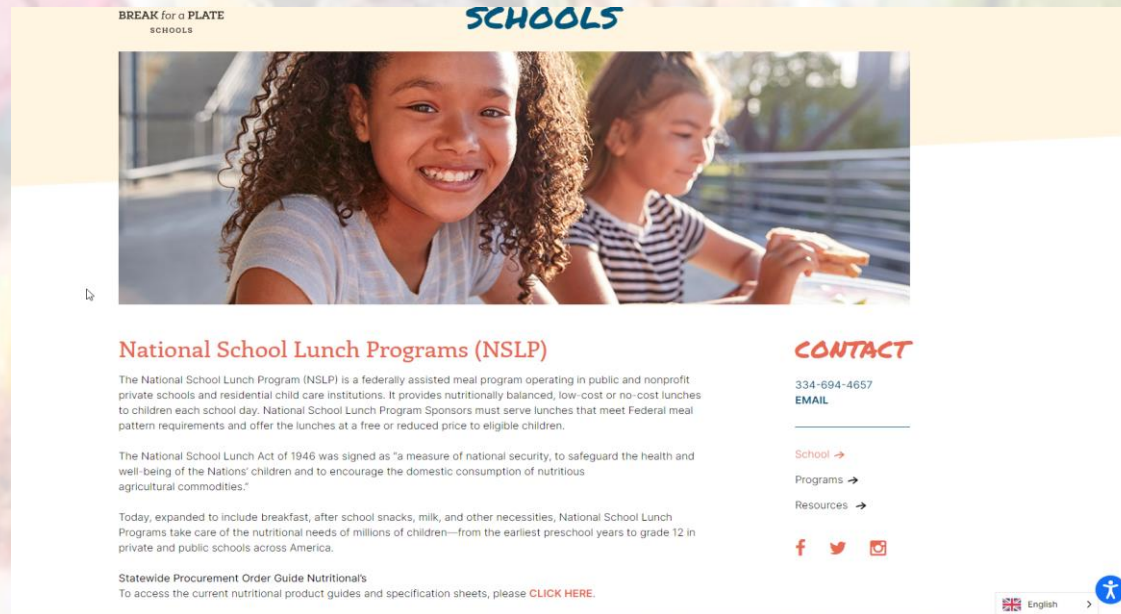
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REVIEWS AND REMINDERS

Nutritional Specification Sheets

<https://www.breakforaplate.com/schools/>



BREAK for a PLATE
SCHOOLS

SCHOOLS

National School Lunch Programs (NSLP)

The National School Lunch Program (NSLP) is a federally assisted meal program operating in public and nonprofit private schools and residential child care institutions. It provides nutritionally balanced, low-cost or no-cost lunches to children each school day. National School Lunch Program Sponsors must serve lunches that meet Federal meal pattern requirements and offer the lunches at a free or reduced price to eligible children.

The National School Lunch Act of 1946 was signed as "a measure of national security, to safeguard the health and well-being of the Nations' children and to encourage the domestic consumption of nutritious agricultural commodities."

Today, expanded to include breakfast, after school snacks, milk, and other necessities, National School Lunch Programs take care of the nutritional needs of millions of children—from the earliest preschool years to grade 12 in private and public schools across America.

Statewide Procurement Order Guide Nutritionals
To access the current nutritional product guides and specification sheets, please [CLICK HERE](#).

CONTACT
334-694-4657
EMAIL

[School](#) →
[Programs](#) →
[Resources](#) →

f t i

English

REVIEWS AND REMINDERS

June Site Data Claim

[SUBMIT NOW](#)

REVIEWS AND REMINDERS

- NSLP Transitional Standard Effective July 1, 2023
 - Sodium reduction for weighted weekly average by ~10% for lunch meals only in SY23-24.
 - 80% of grains offered must be whole grain rich remains in effect for SY23-24 & SY24-25
 - Offering fat free and 1% unflavored **and** flavored milk remains in effect for SY23-24 & SY24-25

Age/Grade Group	Interim Sodium Target 1A: Effective July 1, 2023
Grades K-5	≤ 1,110 mg
Grades 6-8	≤ 1,225 mg
Grades 9-12	≤ 1,280 mg

**The comments for the new proposed final rule are being evaluated by USDA, but any changes made to the meal pattern will not impact operation until SY25-26 at the earliest.*

REVIEWS AND REMINDERS

Healthy Meals Incentives Recognitions Awards: Application is Now Open!

- SFAs that participate in the SBP or NSLP are eligible to apply
- SFAs will receive:
 - National and local recognition
 - An awardee toolkit
 - Travel stipends to attend a national Healthy Meals Summit

Award Categories Include:

- Breakfast Trailblazer
- Small and/or Rural SFA Trailblazer
- Lunch Trailblazer
- Innovative School Lunch Makeover
- Innovation in the Cultural Diversity of School Meals
- Innovation in the Preparation of School Meals
- Innovation in Nutrition Education



For more information, go to: [Recognition Awards - Action for Healthy Kids \(healthymealsincentives.org\)](https://healthymealsincentives.org)

REVIEWS AND REMINDERS

Titan Meeting at 9-10 AM on July 19th: [Click here to join the meeting](#)

Quarterly meetings will take place to review any questions for current Titan users. For this meeting, no questions were submitted.

During this meeting, we will discuss:

- A review of closing out SY 22-23 and setting up SY 23-24
- Production Records

Please come with questions!



TITAN
A LINQ SOLUTION

REVIEWS AND REMINDERS

CNP Financial Management Handbook :

- Alabama State Department of Education is in the process of updating and revising the 2021 CNP Financial Management Handbook.
 - A survey will be sent out to LEA CNP Directors for input.
 - Use the QR code here to complete the survey.

Comments Requested for Updates
to the CNP Financial Management
Handbook





MONTHLY MEMOS

CHAD LANGSTON

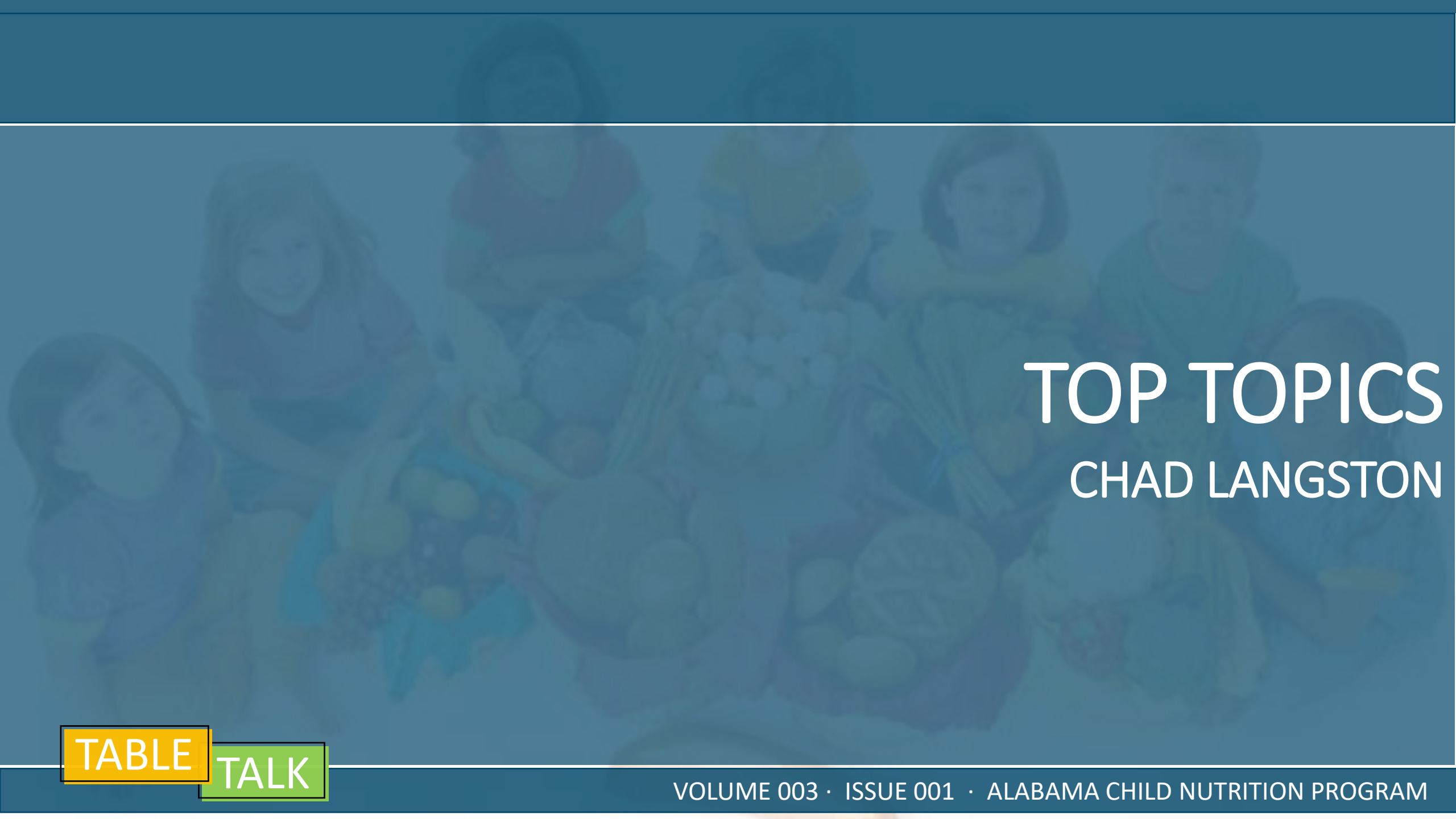
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MONTHLY MEMOS

- ALSDE Memo (will be emailed today or tomorrow)
 - [Federal Register: National School Lunch, Special Milk, and School Breakfast Programs, National Average Payments/Maximum Reimbursement Rates](#)
 - [Federal Register :: Food Distribution Program: Value of Donated Foods from July 1, 2023 through June 30, 2024](#)
- ALSDE Memo (*emailed to all directors on 7/13/23*)
 - Ending of Keep Kids Fed Act Flexibilities

	SY22-23 Base Rate	SY22-23 Temporary Rate	SY23-24 Rate
NSLP			
Paid	\$0.45	\$0.85	\$0.48
Reduced Price	\$3.61	\$4.01	\$3.93
Free	\$4.01	\$4.41	\$4.33
SBP			
Paid	\$0.35	\$0.50	\$0.38
Reduced Price	\$1.81	\$1.96	\$1.98
Free	\$2.11	\$2.26	\$2.28
Afterschool Snack			
Paid	\$0.09	NA	\$0.10
Reduced Price	\$0.54	NA	\$0.58
Free	\$1.08	NA	\$1.17
Value of Donated Foods	\$0.30	NA	\$0.295



TOP TOPICS

CHAD LANGSTON

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Direct Certification

School Programs sent out an email through Constant Contact to public and charter school directors on 7/5/23 regarding an update on Direct Certification.

- LEA PowerSchool likely synced with the State data on July 5, 2023. Stacy Royster sent out a PowerSchool Update on 7/3/23 and the same language was included in our Constant Contact email that recommended comparing the following reports to ensure the syncing occurred:
 - AIM > Student Data > Child Nutrition > DC Matched
 - ALSDE – CNP Enterprise Report in PowerSchool
 - POS Direct Certification Report
- If the syncing is occurring properly, SFAs could begin sending out your Notice of Direct Certification letters.

Direct Certification - continued

- Keep in mind, AIMS is the authority for direct certification regarding SNAP, TANF, FDPIR, Medicaid Free, Medicaid Reduced, Migrant, and Extended Eligibility.
 - Work with your registrars to validate the addresses of students to ensure extended eligibility is reaching the appropriate students.
- Homeless, Runaway, and Foster would be established by the local liaisons.
- For private schools, we are updating the ISP Report for you to begin using and will sending that out soon. We will also send out quarterly reminders to update your ISP Report to maintain compliance with USDA requirements.



TOP TOPICS

STEVEN RYLANT

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SY 2023-2024 Pass – Thru Workbook

School Year 2023-2024 Pass Thru Transfer for Mandated Raises Worksheet and the Pass Thru PowerPoint presentation with detailed instruction for completing the workbook was emailed to all Public and Charter Schools on July 3, 2023.

- Make sure you enter the FY 2024 Unemployment rate.
- You will need to communicate this information to your Chief School Financial Officer if he or she is not involved in the completion of the workbook.
- The completed worksheet should be emailed to Ms. Carolyn Rhodes at crhodes@alsde.edu by September 30, 2023.

If you have any questions concerning this worksheet, call (334) 694-4658 CNP Financial Management and Compliance.

Third Allocation of Supply Chain Assistance (SCA) Funds to Alleviate Supply Chain Disruptions in the School Meal Programs

- SFAs that opted into the 1st and/or the 2nd SCA allocation, will opt into the 3rd allocation via DocuSign.
- For SFAs that opted out of the 1st and 2nd allocation or are a new NSLP sponsor, the attestation form will be done via DocuSign.
- Please ensure the email contact information in the Online application is correct for both the CNP Director and the Superintendent. If not, please contact Steven Rylant swrylant@alsde.edu or Chad Langston clangston@alsde.edu
- Once School Programs have received notifications for SFAs choosing to accept funds, SCA fund distribution will begin.
 - The deadline to complete and return the DocuSign forms is **August 15, 2023**. If ALSDE has not received the opt in or the attestation form via DocuSign on or before August 15, 2023, then the SFA will not receive the 3rd SCA allocation funding.

Third Allocation of Supply Chain Assistance (SCA) Funds **to Alleviate Supply Chain Disruptions in the School Meal Programs**

- Upon the SFA receiving the lump sum allocation, for those SFAs using NexGen, you will transfer the money to the CNP account using the revenue code 5990.
- Additional tracking of the funds is not required once the money is transferred into the CNP account.
- However, SFAs must maintain documentation to show only unprocessed or minimally processed domestic agricultural products are purchased with SCA funds.
 - SFAs may use NexGen to track expenses and keep copies of each invoice.
 - SFAs may use a spreadsheet to track expenses with copies of each invoice.

Third Allocation of Supply Chain Assistance (SCA) Funds to Alleviate Supply Chain Disruptions in the School Meal Programs

- SFAs must adhere to the following requirements:
 - Buy American exemptions do not apply to SCA funds.
 - Only items purchased for the NSLP and SBP, ASSP, and SSO are allowable.
 - Funds cannot be used for FFVP, CACFP, SM, and SFSP items.
 - Items cannot be expensed to the SCA funds until receipt of funds. Backdating expenses is not allowed.
- There is no timeframe for when these funds must be exhausted.
- There is a 4th SCA allocation that will be forthcoming in SY 2023-2024.



TOP TOPICS

JULIE AUTREY

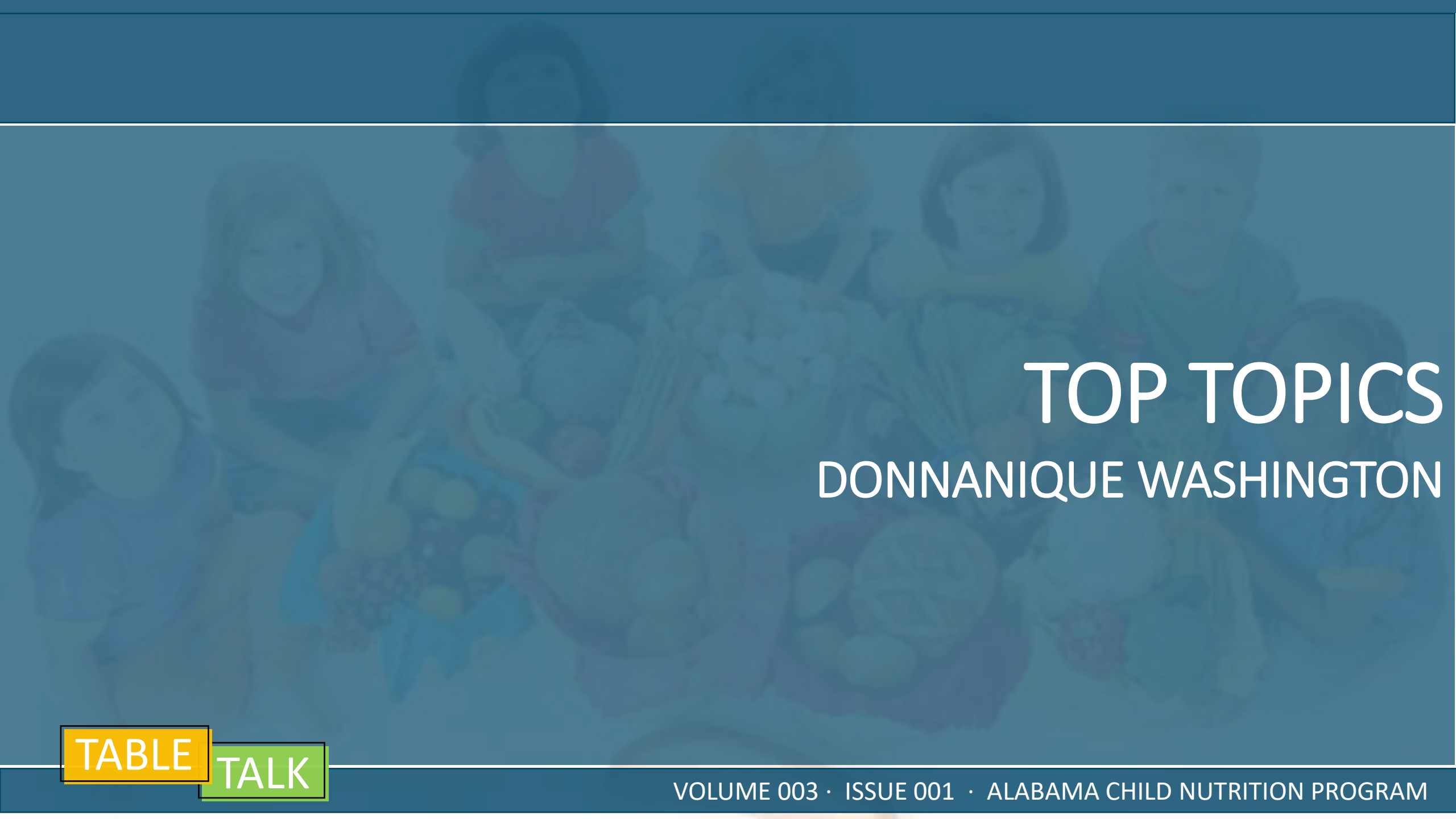
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Professional Standards Training

- The Final Rule for School-Based Child Nutrition Program Personnel and Continuous Training Requirements was adopted by the Alabama State Board of Education and the new rules will go into effect on August 15, 2023.
- This will replace the previous requirement of 9,10, and 11-month contracted CNP employees to receive two days of professional development.
- Professional standards training hours will now align with USDA requirements for all CNP personnel.

Job Category	Annual Training Requirements
All Directors	At least 12 hours
All Managers	At least 10 hours
All Other Staff (work $\geq$ 20 hours per week)	At least 6 hours
Part-time staff (work $<$ 20 hours per week)	At least 4 hours



TOP TOPICS

DONNANIQUE WASHINGTON

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Paid Lunch Equity (PLE) Tool and Guidance for SY 2023-2024

SFAs participating in the National School Lunch Program (NSLP) must ensure that sufficient funds are provided to the non-profit school food service account for meals served to students not eligible for free or reduced-price meals.

- The email containing the PLE Tool and Guidance for School Year 2023-2024 was sent to SFAs on June 30, 2023 via Constant Contact.



Paid Lunch Equity Requirements & PLE Tool

*The paid price requirement changes annually dependent on the reimbursement rates for school meals set by the federal government each year.

Target Price
for SY 23-24:

\$3.56

The annual PLE requirement or target price is based on the difference between the reimbursement rate for free meals and the reimbursement rate for paid meals for the previous school year. The information from the lowest reimbursement category (less than 60%) is utilized.

Example:

*Reimbursement for free meal (SY22-23)	\$3.93
Reimbursement for paid meal (SY22-23)	-\$0.37
SY23-24 Weighted Average Price	\$3.56

- ☐ **When the average paid lunch price is less than the weighted average price (target price), the SFA must take action by:**
- Increasing the prices charged for paid lunch meals (max of \$0.10), or;
 - Providing non-Federal funding sources to the non-profit school food service account.
 - Increasing prices and contributing non-federal funds.

The link to the PLE Exemption Form was emailed to Sponsors on 06/30/2023.

Important Information for SY 2023-2024:

- Any SFA with a positive or zero balance in its nonprofit school food service account as of June 30, 2022, is exempt from PLE pricing requirements for school year (SY) 2023-2024. **PLE Exemption Forms are due on or before August 1, 2023 via DocuSign.**



PAID LUNCH EQUITY (PLE)

ALSDE Child Nutrition – School Programs
Paid Lunch Equity Exemption Form

Under the Paid Lunch Equity (PLE) requirement, School Food Authorities (SFAs) are required to ensure that there are sufficient funds provided to the nonprofit school food service account for lunches served to students not eligible for free or reduced priced meals. There are two ways to meet this requirement: annually raise the prices charged for paid lunches or providing equivalent amount of funds from nonfederal sources to the nonprofit school food service account.

Any SFA with a positive or zero balance in its nonprofit school food service account as of June 30, 2022, is exempt from PLE pricing requirements found at 7 CFR 210.14(e) for school year (SY) 2023-2024. In the past, ALSDE has been required to maintain documentation that includes which SFAs are using the PLE exemption to demonstrate State Agency oversight of this provision.

This form will be utilized by all SFAs that wish to opt-in for the PLE exemption for SY 2023-2024. **The form must be completed on or before August 1, 2023.**

SFA Information and Contact Person	
SFA (District/School Name):	Agreement Number (000-0000):
Contact Person:	Contact Position/Title:
Contact Email Address:	Contact Phone Number:

If your SFA has a positive or zero balance and would like to be exempt from PLE Pricing Requirements for SY 2023-2024, check the boxes below and upload the required financial documentation.

- ☐ 1. I want to apply for the PLE exemption for SY 2023-2024.
 - ☐ a) My SFA has a positive or zero balance as of June 30, 2022.
 - Please provide the balance in the nonprofit food service account as of June 30, 2022. \$ _____
 - Please upload a copy of the Child Nutrition Program's Balance Sheet (Nextgen) as of June 30, 2022. **(Stated balance and balance on Nextgen Report must match).**

Important Information for SY 2023-2024:

- As required under Section 752, of Division A of the Appropriations Act, for SY 2023-24, **only SFAs that had a negative balance in the nonprofit school food service account as of June 30, 2022, shall be required to establish a price for paid lunches served through the National School Lunch Program (NSLP).**

The PLE Tool for SY2023-2024 was emailed to Sponsors on 06/30/2023.

PLE Requirements for SFAs

Who is not required to complete the Annual PLE Tool?

All SFAs, regardless of current lunch prices, must annually review their paid lunch prices to ensure compliance with the paid lunch equity requirement using the current year USDA Paid Lunch Equity (PLE) Tool. However, some SFAs are **NOT Required** to complete the Annual PLE Tool.

EXCEPTIONS

Exception
to the
Rule!



- SFAs operating the **Community Eligibility Provision (CEP) district wide (100% of the schools)** and **non-pricing programs for lunch (i.e., Provision 2, RCCIs without day students, etc.)** do not have to complete the PLE Tool.
- SFAs operating CEP and other non-pricing programs for only some schools must still complete the PLE Tool. The tool will be completed using only the paid lunch prices and meals served in schools that are pricing.

- ❑ SFAs operating the **Community Eligibility Provision (CEP) district wide (100% of the schools)** and **non-pricing programs for lunch (i.e., Provision 2, RCCIs without day students, etc.)** are not required to complete the PLE Tool. Therefore, SFAs that fall within this category do not have to complete the PLE Exemption Form.
- ❑ SFAs operating CEP and other non-pricing programs for only some schools and not others must still complete the PLE Tool. The tool will be completed using only the paid lunch prices and meals served in schools that are pricing.

FFVP Sponsors for SY23-24 & Tentative Allocations

FRESH FRUIT & VEGETABLE



FFVP Sponsors for SY 2023-2024 & Tentative Allocations

We are happy to announce that we have **32 School Food Authorities (SFAs)** that will be participating in the Fresh Fruit and Vegetable Program for SY 2023-2024!



- An email notifying Sponsors of their selection to participate was sent today, July 13, 2023. **An email with tentative allocations and other information will be sent to SFAs on Friday, July 14, 2023.**



- ❑ Please remember that the Tentative Allocations Table that will be sent to Sponsors is a “temporary” amount that can be utilized to plan for your upcoming FFVP purchases for SY 2023-2024. **The final allocation amounts awarded to SFAs may change when the final award letter is approved.**

- ❑ **A completed State and Local Agreement must be provided prior to the submission of an FFVP claim for SY 2023-2024.**

This process will be completed via DocuSign. The link to the State and Local Agreement will be included in the email that will be distributed to FFVP Sponsors on July 14, 2023.



Congratulations!!!



FFVP Goals for SY 2023-2024

- Expose children to a variety of fruits and vegetables during the school day.
- Offer FFVP products at least twice per week and multiple times per day, if possible.
- Reduce allocation amounts for both grant periods to an amount of \$100 or less (preferably \$0) per site.

- A copy of the budget worksheets and tracking tools for FFVP will be included with the email that will be sent to FFVP Sponsors on July 14, 2023.

Special Recognitions for FFVP (SY 2022-2023)

July 2022 – September 2022		October 2022 – June 2023	
Under \$600 (for all sites)	Under \$100 or less (for all sites)	Under \$1000 (for all sites)	Under \$100 or less (for all sites)
Cherokee County Dallas County Geneva County Macon County Russell County Tuscaloosa County Wilcox County Anniston City Talladega City Tuscaloosa City	Butler County* Demopolis City* Dothan City* Enterprise City* Geneva City* Opelika City Sheffield City* Tuscumbia City* New Life Christian	Cherokee County Pickens County Tuscaloosa County Enterprise City	Butler County* Russell County Andalusia City Bessemer City* Fort Payne City* Geneva City* Tuscaloosa City

*SFAs that are listed in bold text have depleted all funds (had a \$0 balance) for each site or FFVP balance for each site was less than \$10.

Incentivized Training Available!

- Are you in need of training hours for your frontline staff? Are you looking for a fun-filled, educational training session for your district's upcoming professional development days for SY 23-24?



For districts that qualify for the grant, an incentivized culinary session can be hosted in your school district! This will be on a "first come, first served" basis.



Contact devin.williamson@alsde.edu if you have more staff that wish to apply!



Alabama State Department of Education
CNP - School Programs

BEYOND THE SERVING LINE
MEAL PATTERN TRAINING ACADEMY

Grant Application

BEYOND
-THE SERVING LINE-
Meal Pattern Training Academy

BEYOND
-THE SERVING LINE-
Meal Pattern Training Academy



Directors & Managers
(Reminders)

Three (3) one-day culinary sessions for frontline staff and two (2) week-long sessions have been completed! We have successfully completed ½ of our grant requirements!

- Remember to upload certificates that are due by September 1st here: <https://app.smartsheet.com/b/form/c7dd2ff3933c4143b66f57777098f7c>
- The registration link for the live virtual training was sent in an email on July 3, 2023.

TRAINING TIDBITS

ROBBIE SCOTT



At this time, **no virtual options** will be offered for in-person training sessions.

TRAINING TIDBITS

DATE	TRAINING	LOCATION	AREA
July 18-19, 2023	NEW Managers' Training ***PARTICIPANTS ATTEND BOTH DAYS OF THIS TRAINING***	Stanhope Elmore High School	Elmore County
October 24 – 26, 2023	NEW Directors' Training	Montgomery, AL	Gordon Persons Building
November 15-17, 2023	Fall Conference	The Grand Hotel	Pointe Clear, AL
TBD	State CEP Training	Gordon Persons Bldg	Montgomery, AL



SPONSOR SPOTLIGHT

DAWN POLK

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STAFF SPOTLIGHT



Randy Roberts, CNP Director Talladega County Schools

- Talladega County Schools has 18 sites and 128 employees
- Randy has had 5 years of service with CNP
- Best advice for new directors is to leverage technology to work from any location and to gain knowledge from seasoned directors and SDE staff who have worn lots of hats and are a great resource
- Favorite part of the job is knowing that his actions will make the world a better place for at least one child
- Least favorite part of the job are meetings for the sake of meeting are his Kryptonite. Randy has never been in a meeting he didn't want to escape from and has been usually very successful at it
- The craziest moment after being on the job for 1 day, one of his managers called in a panic that a bat was in her kitchen. With a bucket and pool net in hand, Randy was releasing an equally stricken bat out into the wild blue yonder..."It's been one unending adventure after another since then

USDA Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation*), disability, age, or reprisal or retaliation for prior civil rights activity.

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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: [USDA Program Discrimination Complaint Form](#) from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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.

This institution is an equal opportunity provider.

*This language was added pursuant to the May 5, 2022, USDA memorandum. However, the inclusion and applicability of this language is currently under challenge in the matter of *The State of Tennessee, et al. v. USDA, et al.*, Case No. 3:22-cv-00257, and may be subject to change.

ASK US

