

This information is to keep you informed of any changes in policies and procedures and of new communication originating from the State Office this month.

April 9, 2018 CE Edition

Attachments with this issue

[April 2018 USDA Summer Meals Newsletter](#)

Upcoming Child Nutrition Director and Business Official Meeting

The Business of Numbers and Nutrition

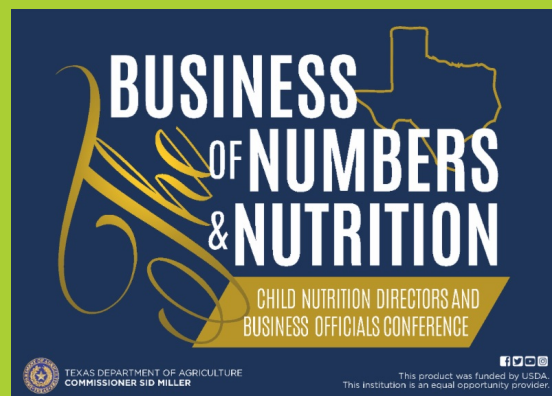
Child Nutrition Director and Business Official Meeting

AT&T Executive Education and Conference Center -
Austin, TX
June 14th & 15th, 2018

Book your room [HERE](#).

Registration is free to attendees!

Register [HERE](#).



TX-UNPS Updates



2018 Universal Breakfast Program Waiver

The Universal Breakfast Program Waiver application is now open!
The application period runs from March 15 – June 30, 2018!

School district campuses and open-enrollment charter schools participating in NSLP, in which 80 percent or more of the students qualify for a free or reduced-price breakfast, must offer a free breakfast to each student or seek a waiver from TDA required by Senate Bill 376. TDA has notified all mandated schools by mail in January 2018. TDA has found errors in some CE site lists, and has sent an updated list of sites to those CEs. The updated list can be found in the UB Waiver file in SharePoint on the NSLP page. CEs that are mandated to

offer free breakfast to all students and wish to apply for a waiver should use the Universal Breakfast Waiver School Year 2018-2019 form through TXUNPS Download Forms (SNP-103). All waiver requests must be submitted by **June 30, 2018**. Please refer to the [Universal Breakfast page](#) for details and instructions or contact your [Education Service Center](#) for assistance.

State Matching Payments for Public/Charter Schools

State matching payments for 2018 were processed in TX-UNPS on March 28, 2018. Public/Charter schools that participated in the National School Lunch Program last year should receive the funds within 10 days. The reimbursement was calculated using a statewide rate of \$0.026659100166 times the number of reimbursable school lunches reported on claims between September 2016 and August 2017. Upon receipt, these funds should be deposited into the school food service fund under General Revenue, Fund 240, and Revenue Code 5829. Distribution of these funds will be by electronic funds transfer in the same manner as the monthly reimbursement claims. Payment amounts may be viewed in TX-UNPS by going to the Claims menu and clicking Payment Summary.

Policy News

ARM Revisions

The following **revised** ARM Sections have been released and posted:

- ARM Section 4, *Eligibility Determination*
- ARM Section 14, *Financial Information Concerning School Nutrition Funds*
- ARM Section 24, *Child Nutrition (CN) Labeling and Product Documentation*
- ARM Section 25, *Professional Standards*



We have also posted ARM Update Guide 2017-2018 which gives details about the revisions. We are continuing to post ARM Update Guide 2013-2014, 2014-2015, 2015-2016, and 2016-2017 so CEs have access to revision made during those school years.

You can find the ARM, ARM Update Guides and a complete searchable ARM on SquareMeals [HERE](#).

Please replace any previous versions of ARM Section 4, 14, 24 and 25 that you may have saved.

Revised Checklist for SNP

A **revised** *Income and Categorical Application Checklist* has been posted and released.

The **revised** checklist can be accessed from the TDA website [HERE](#) in the School Nutrition Programs Forms table.

Revised Verification Documents

The following verification documents have been **revised** and released:

- Verification Information Request | Statement of Earnings Form
- Verification Information Request | SNAP/TANF Multiple Applicant Form
- Verification Information Request | Statement of Social Security Income Form
- Verification of Free and Reduced-Price Eligibility | Information for Households (previously titled Verification Information for Free and Reduced-Price Meal Sheet)
- Verification Notification | Continuation of Benefits Letter (previously titled Notification of Verification Continuation of Benefits Letter)
- Verification Notification | Results/Adverse Action – Foster (New Letter)
- Verification Notification | Results/Adverse Action Letter – Income
- Verification Notification | Results/Adverse Action Letter – SNAP/TANF
- Verification Notification | Selection Letter for Households (previously titled Letter to Households Selected for Verification of Eligibility)
- Verification Report | Individual Household Form (previously titled Verification Individual Household Report Form)

The following verification document has been **archived** and removed from SquareMeals:

- Verification Summary Form

The verification documents can be accessed on SquareMeals [HERE](#) in the School Nutrition Programs Forms table.

Paid Lunch Equity (PLE) Requirement Flexibility

The Consolidated Appropriations Act (Public Law 115-141) which was signed into law March 23, 2018 included a provision which provides flexibility for the Paid Lunch Equity (PLE) requirement. This flexibility will impact the PLE exemption option and required meal price increases. TDA will release more detailed guidance on this flexibility as soon as USDA releases updated policy.

Texas Farm Fresh Initiative

TDA Texas Farm Fresh Jump with Jill 2018 Live Tour! Accepting Applications Now!

Jump with Jill is back and Ready to Rock! In support of the Texas Farm Fresh Initiative, TDA is offering nutrition education assemblies, at no cost, to select

elementary school campuses in Texas. [Click here](#) to access the application. Applications will be accepted through **April 13, 2018**.

Assemblies will be conducted during the months of September and October 2018, with focus in the regions of West Texas and the Upper Rio Grande; ESC regions 15, 18, and 19. All Contracting Entities (CEs) participating in the National School Lunch Program are encouraged to apply for this opportunity, regardless of region. Applications will be catalogued and reviewed for future tours.

To learn more about Jump with Jill, watch this [short video](#), visit the Farm Fresh Live Web page at SquareMeals.org/FarmFreshTour, or contact FarmFresh@TexasAgriculture.gov.



Registration now open for TDA's Farm Fresh Challenge

This October TDA encourages schools to **Eat Local. Teach Local. Be Social** and will recognize participants that take the challenge. The **Farm Fresh Challenge** (previously the **Local Products Challenge**) is back for its 5th year. See what's new and pledge your participation at SquareMeals.org/FarmFreshChallenge.

Participating schools will receive a toolkit of Farm Fresh Fridays supportive materials, including buttons, static clings and low tack stickers. There are many [resources available online](#) to help you plan and implement successful Farm Fresh Fridays activities and participate in the Farm Fresh Challenge.

Register by **July 15th** to ensure you receive your Farm Fresh Fridays materials before September 1.

Learn more about the **Farm Fresh Challenge** and [pledge participation here](#).

Please reach out to TDA at FarmFresh@TexasAgriculture.gov, with any questions or for additional information.

Stay Connected — Subscribe to TDA's Farm Fresh E-Harvest

This newsletter provides a monthly update on farm to school and includes resources such as funding opportunities, a schedule of upcoming trainings and webinars, and more. Archive issues of the E-Harvest are available [here](#). [Subscribe today!](#)

Connect with your partners at TDA today at FarmFresh@TexasAgriculture.gov

USDA Foods Update



USDA Foods Apples

The USDA extended the delivery period options to months beyond October and November. For SY 2018-2019, deliveries will span between October through the first week of March 2019 for these 3 varieties:

1. Gala
2. Red Delicious
3. Granny Smith

Farm to School Apples – Exclusive to participating CEs

The season starts week of September 10, 2018 through November 5, 2018. The apple type is traditionally Gala, but there may be a different variety such as Honey Crisp, Red Delicious, Fuji, Pink Lady, or Ever Crisp.

El Paso Warehouse

TDA has completed the RFP process for a warehouse to provide storage and delivery of USDA Foods to FDP Region 7A. TDA has offered a contract to a warehouse in El Paso, Texas. Once the contract has been signed by both the vendor and TDA, an e-mail will be sent to CEs in this region announcing the new warehouse vendor.

Summer Meals Program Materials

All Child Nutrition Directors (CNDs) should be receiving their Summer materials shipment(s) very soon. **TDA is providing assistance to CEs so they can achieve compliance for the federal School Nutrition Program requirement.** The shipment(s) will include SFSP posters and SFSP parent information cards. Both items are front and back, English and Spanish. **Remember: Federal regulations require School Food Authorities (SFA) to notify families about the availability of SFSP meals even if the SFA does not serve meals.**

TDA is providing the following materials as a service to SFAs and asks that CNDs take the steps necessary to ensure successful receipt and utilization district-wide before the summer break.

SFSP Posters - Three Posters for Each School

- Purpose: Inform students and families about how to find summer meal sites.
- School Action: Display immediately upon receipt throughout school campus.
- For Example: If a CE has 20 schools, the shipment will contain 60 posters.

SFSP Parent Information Cards - One Card for Each Student

- Purpose: Provide take-home information about how to find summer meal sites.
- School Action: Distribute to students immediately with instructions to deliver to parents.

Once the shipment(s) arrive, please open all boxes and distribute the materials to schools so they can be distributed to students before school is out for the summer break.

For more information and resources, please contact your education service center or visit SummerFood.org.



Previous Issue



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

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