

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.

February 25, 2019
CE Edition

No attachments with this issue

The Business of Numbers and Nutrition Conference

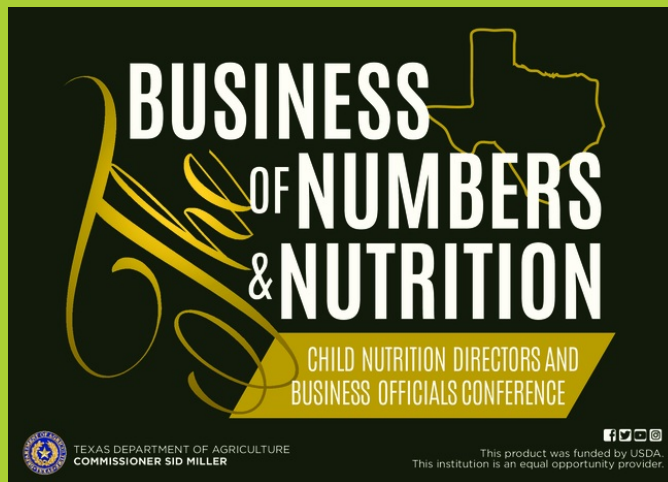
2019 The Business of
Numbers and Nutrition

June 11-13

AT&T Conference Center

Register for the event and book
your hotel reservations [here](#).

Agenda available soon!



You Art What You Eat Art Contest

TDA has concluded our annual Capitol Exhibit honoring the winners from last year's *You Art What You Eat* statewide student art contest. The exhibit showcased winners and runners-up from the past two years, as well as the artwork-inspired posters and materials for School Year 2018-2019 School Breakfast Week and National School Lunch Week celebrations.

Thank you to all who participated in last year's contest. We can't wait to see your entries in the 2019 year's *You Art What You Eat* art contest! Submissions are due April 12, 2019. For more information about the 2019 *You Art What You Eat* Art Contest and this year's theme, visit www.SquareMeals.org/ArtContest.



Policy News

USDA Policy Memos

SP11-2019 - Administrative Review - SY 2018-2019 Fiscal Action Workbook Update can be found [here](#). The workbook attachment can be found [here](#).

Financial Report Reminder

All CEs must complete the SNP Financial report in TX-UNPS by April 1, 2019. The form will open on March 1, 2019. Before completing the form, review the directions that are located in TX-UNPS, Download Forms page. Please note, if a CE's financial officer completes the form, the financial officer may not be familiar with the USDA terms. The directions will clarify how the information is to be recorded in the form.



Additional Guidance on the Financial Report

If a CE's Financial Report indicates an excessive fund balance, please review the guidance in *Administrator's Reference Manual (ARM), Section 14, Financial Information Concerning School Nutrition Funds* and submit the Plan for Reducing an Excessive Operating Fund Balance form to School.Operations@TexasAgriculture.gov. The form is available on the [SquareMeals](#) website.

Updated PLE Tool

USDA has not released the PLE Tool. TDA anticipates release to be in March.

Additional Guidance on Calculating Total Instructional Minutes per Year for the Afterschool Form

Under summer program operational guidance, CEs may extend their NSLP school year into the summer for special programs. When approved, these sites count and claim meals under NSLP/SBP. However, any instructional time offered during this period is not included in total instructional minutes for the year and cannot be counted as extended/expanded learning time beyond the required 75,600 instructional minutes per year.

Texas Farm Fresh Initiative



Farm Fresh Initiative Survey Currently Open

TDA is collecting information from NSLP CEs regarding current participation in the Farm Fresh Initiative. Information gathered in past surveys like this one, helped to justify the creation of new resources such as the [Farm Fresh Network](#), the [Taste Testing Toolkit](#) and the [Harvest of the Month](#) resources.

All CNDs participating in the NSLP have received an e-mail invitation to participate. As you are working with districts during the upcoming weeks, please encourage them to complete the survey by **March 18, 2019**. Thank you in advance for your assistance!

Districts in your region can access the survey [here](#).

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

This new letter 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!**

TDA updated the Remaining Entitlement balances for SY 2018-2019 to provide CEs additional entitlement to spend on available surplus inventory. There are many items available as surplus that can be delivered with your next delivery order or any upcoming delivery orders created in TX-UNPS. Surplus is not considered as bonus and does not draw down entitlement.

Please note that your Weekly Commodity Bulletin will not reflect the new Remaining Entitlement balance. To view your new entitlement balance and request delivery of available surplus items, either modify an existing order or create a new order. The new Remaining Entitlement balance will display at the bottom of the page. If the Remaining Entitlement balance is in parentheses, that means you are in the negative and cannot place an order for surplus items. Please keep in mind that any unspent entitlement will not move forward into the new program year.

[Previous Issue](#)



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