



*January 8, 2017 - SFA Edition:*

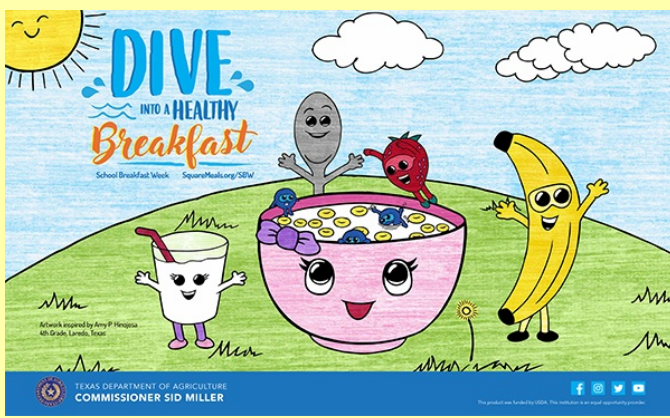
<b>National School Breakfast Week</b>
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**Attachments with this issue:**

**[USDA Summer Meals Newsletter](#)**

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.

## **National School Breakfast Week**

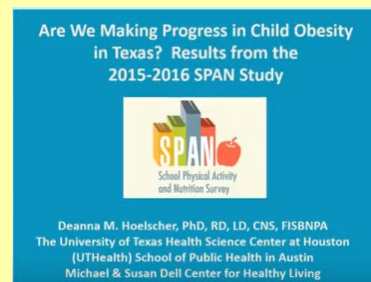


School Breakfast Week is quickly approaching and TDA has created materials to help schools promote their celebrations March 5-9 this year! Students were encouraged March-May 17' to submit their original artwork for the You Art What You Eat art contest based on this year's SBW week theme "Dive into a Healthy School Breakfast". There were over 250 entries this year and two winners, one from elementary and the other from Middle/High School were chosen. From the winning artwork two sets of 3 posters were created. The artist

renditions of the winning artwork for Elementary and Middle/High School are attached. Both poster series are currently being printed and will be distributed to schools later this month for CNDs to display on their cafeteria walls or hang in the tri-a-rama display systems to promote SBW at their school. In a week or two schools will be able to order at no cost Participation Posters, Selfie Backdrops, Floor Decals and Tri-a-ramas to further promote and excite students about SBW!

## Special Update on Child Obesity

The UT School of Public Health has reported the results from the 2015-2016 School Physical Activity and Nutrition (SPAN) Survey. The SPAN survey monitors trends in overweight and obesity in school children in Texas. The information from SPAN will assist in the development of targeted programs and policies to address overweight and obesity among Texas youth.



The survey data revealed the "Need to increase our efforts for child obesity prevention" and this can be achieved with the following:

- Accountability for existing programs
- Implement cost neutral best practices
- Fund health programs at schools

For more information and survey results, click [here](#).

## TX-UNPS Updates

### Texas Summer Mandate Intent



Texas Legislation requires school districts in which 50% or more of the enrolled children are eligible to receive free/reduced price NSLP meal benefits to participate in a summer meal program. If it was determined that you fell into this category, you were notified by TDA.

The application for Summer Mandate opened on November 1, 2017, and CEs were able to enter their intent and information beginning on this date. If you have not already done so, please submit your intent for summer 2018 or submit a mandate waiver request in TX-UNPS by the **January 31, 2018** deadline. The summer mandate form can be accessed via TX-UNPS > Applications > Texas Summer Mandate.

Please also review the instructions for submitting intent in TX-UNPS. The instructions are posted to Squaremeals.org on the [Texas Summer Mandate page](#).

### SFA Verification Report

We anticipate that the SFA Verification Report in TX-UNPS will be open this week. To ensure that we don't repeat previous issues with false error codes, please use the practice template found on Square Meals ([Direct Certification Forms and Tools](#)), the Direct Certification Medicaid Report and the Data for TX-UNPS SFA Verification Report from the DCDV system as sources of data in completing the SFA Verification Report.

The *Summary of Direct Certification Matches by CE* is updated monthly. There is not an archived report for this, but the *End of Year Claimed Certification Matches* can be used as a Year-to-Date

report. You don't have to wait until the end of the school year to run it. It is available anytime and it lists all students that were claimed as matches during the current school year.

**Please note** that we have revised the report name for the *Direct Certification Match Report Data for TX-UNPS November Collection Report* to *Data for TX-UNPS SFA Verification Report*.

## MENU Module Update

### Administrative Reviews

Menu Module is a great tool to assure you have all your documentation ready for your Administrative review. To assure you are prepared, remember the following:

- All menus, menu cycles and recipes are accurate and up to date in the system.
- As a contracting entity you **MUST** be completing production records electronically in the MENU Module system if you want your compliance monitor to be able to pull your planned and completed production records from the system
- During the onsite review, the monitor will need to be able to review any recipes and product documentation to validate completed production records.



### Please Take Our Survey!

If you are currently using MENU Module to complete your production records OR have attended training to prepare to use the system to record production, please take our survey, "**Are You Using Menu Module?**", available on Squaremeals [here](#).

## USDA Foods News

### NSLP Application Renewal for SY 2019



TDA is preparing the new School Year (SY) 2019 Contract Packets and surveys for the National School Lunch Program (NSLP). Once USDA releases entitlement to the States, TDA will open the Contract Packets and surveys for CEs to complete.

**Please note the following change with this year's renewal process. The DoD information sheet has been converted into an electronic form that can be completed within the Checklist Items screen of the Contract Packet. CEs wishing to participate in the DoD Fresh Fruits & Vegetables program must complete this form prior to submitting their Contract Packet for**

**approval. Further instructions about this and completing the contract packet will be forthcoming.**

### CE Ordering Deadlines for USDA Foods for SY 2019

- February 2, 2018:** FDP Contracts must be submitted.
- February 7, 2018:** DoD Distribution will occur.
- February 8, 2018:** Farm to School survey will open.
- March 15, 2018:** Requests for Fruits & Vegetables are due.
- March 21, 2018:** Requests for Dairy & Staples are due.
- March 26, 2018:** Requests for Fish & Poultry are due.
- April 4, 2018:** Requests for Beef & Pork are due.

### **New!** Peaches for Farm to School Program

TDA plans to offer O'Henry peaches out of the Panhandle! They will be available to the schools for 4 weeks, beginning the week of August 27 through the week of September 17th. These peaches will come in approximately 20 lb. cases which will yield at least 100 peaches per case.

## Texas Farm Fresh Initiative

## New! *The Local Products Challenge Is Now Farm Fresh Challenge*



The Local Products Challenge has a new name - the **Farm Fresh Challenge**. The name change makes the Farm Fresh Challenge an easily recognizable part of TDA's Farm Fresh Initiative.

**180** school districts took the Local Products Challenge in 2017, representing more than 3,500 school campuses and over 2 million school children. We hope you will join in the excitement and pledge your participation in 2018 for the *Farm Fresh Challenge*! Registration will be opening soon. [Subscribe](#) to TDA's E-

Harvest newsletter to get access to early registration and to see more detailed outcomes of the 2017 challenge.

## New! *Look Ahead to the National Farm to Cafeteria Conference*

The 2018 National Farm to Cafeteria Conference will be hosted in Cincinnati, OH, April 25-27! This conference is the perfect opportunity to connect with others working on farm to school, child and summer activities from around the nation. There will be field trips, short courses, workshops and other opportunities to learn, connect and share in the farm to school inspiration. Visit the [conference website](#) for all additional details.

**\*NEW\*** Scholarship opportunities are available until February 12, 2018 8pm ET. [Apply for a scholarship](#) today!

## *Stay Connected!*

TDA's Farm Fresh E-Harvest 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](mailto:FarmFresh@TexasAgriculture.gov).

## **Policy**

### *Reminder: Validating CEP Identified Student Percentage*

CEs that are reestablishing their ISPs to begin to new four year cycle or for first time operation of CEP for School Year 2018-2019 will need to work with their ESCs to validate their identified student percentage (ISP). Because of the number of CEs that will need assistance, CEs that are in the final year of their four-year cycle, plan to reestablish a new four-year cycle to lock in a higher claiming percentage for a new four-year cycle, or planning to operate CEP for the first time, should make an appointment with their ESC to complete the validation as soon as possible.



For additional information on this process, contact your [ESC](#).

### *CEP Report Reminder*

All CEs must complete the *Community Eligibility Provision (CEP) - Site Eligibility* (commonly called the *CEP Report*) for School Year (SY) 2017-2018 in March of 2018. CEs must report the number of students directly certified as eligible for free meals without a household application for each site. Students who are directly certified to receive free meals without application include the following:

1. All students living in households that have been directly certified in TX-UNPS as participating in the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), and Medicaid Free
2. All students living in households that have been directly certified as participating in the Food Distribution Program on Indian Reservations (FDPIR)
3. Individual students who are directly certified as participating in Head Start, Early Head Start, a comparable state-funded early childhood program, or a Indian Tribal Organization early childhood program
4. Individual students who are directly certified as participating in a Migrant program
5. Individual students who are directly certified as homeless, displaced, or a runaway
6. Individual students who are directly certified as a foster child whose care is the responsibility of the state
7. All students living in a household which did not submit an application, but an application was submitted by an authorized school official

8. All students who are certified as eligible for free meals by an RCCI official

For additional information on the CEP Report, see the *Administrator's Reference Manual (ARM)*, Section 5, *Special Provision Options*.

### **Reminder: Paid Lunch Equity (PLE)**

USDA will be releasing an updated Paid Lunch Equity (PLE ) Calculation Worksheet this spring. The following CEs and sites must complete the worksheet:

1. All pricing CEs must complete USDA's Paid Lunch Equity (PLE) Calculation Worksheet.
2. All pricing sites located in CEs that operate both pricing and non-pricing sites.

For additional information on the PLE requirements, see the *Administrator's Reference Manual (ARM)*, Section 15, *Meal Pricing*.

## **Resource**

The USDA January 2018 Summer Meals Newsletter is attached and can also be found [here](#).

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