

# National School Lunch Program

Bulletin

[EED NSLP Bulletin Web Page](http://education.alaska.gov/tls/cnp/NSLP9.html)

***Child Nutrition Programs***

*Finance & Support Services*

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To: Local Educational Agencies Date:  March 6, 2020

From: Elizabeth Seitz, NSLP Program Coordinator Bulletin: 2020-7

***LEAs are required by regulation to keep Bulletins, Instructions, and USDA Policy Memorandums for reference and to apply immediately the appropriate instruction to agency programs. Call Child Nutrition Programs if you need further clarification.***

## USDA Policy, Information, & Implementation Memos

* SP04-2020 - Meal Service During Unanticipated School Closures
* SP05-2020 - Questions & Answers Regarding Professional Standards for State and Local School Nutrition Programs Personnel
* SP06-2020 - School Breakfast Program: Continuation of the Substitution of Vegetables for Fruit Flexibility
* SP07-2020 - Paid Lunch Equity: Guidance for School Year 2020-21

## Additional Topics

* 2020 Summer Food Service Program (SFSP) Annual Training
* Farm to Child Nutrition
* 2020 National Good Food Network Conference
* Webinar Recording: Institutionalizing School Garden Programming
* Greenhouse Manual: An Introductory Guide for Educators
* CNP-Web and Primero Edge User Authorizations
* Smart Snack Waiver

## Resources

* Annual CNP Procurement Training
* ***New*** ELearning course- Preparing for an Administrative Review for School Nutrition Programs
* Classrooms, Cafeterias, Communities: A Guide to Building Integrated Farm to School Programs
* A Guide to Smart Snacks in Schools
* ***Updated*** Food Buying Guide
* Listserv

## Grant Opportunities

* ***None at this time***

## USDA Policy, Information & Implementation Memos

* **SP04-2020 – Meal Service During Unanticipated School Closures** This policy memo was released in the February Bulletin.
* **SP05-2020 - Questions & Answers Regarding Professional Standards for State and Local School Nutrition Programs Personnel** This policy memo was released in the February Bulletin.
* **SP06-2020 - School Breakfast Program: Continuation of the Substitution of Vegetables for Fruit Flexibility** This policy memo was released in the February Bulletin.
* **SP07-2020 - Paid Lunch Equity: Guidance for School Year 2020-21** This policy memo was released in the February Bulletin. ***Please note:*** *Alaska State agency completes the PLE Tool for all district in the state.*

## Additional Topics

* **2020 Summer Food Service Program (SFSP) Annual Training**

Interested in sponsoring a summer feeding program? Annual Training is required for all new and returning sponsors of the USDA Summer Food Service Program. The following training dates will be offered in March:

* + - Distance-delivery training via WebEx for allnon-school sponsors, new and returning, will be held on **Wednesday, March 18, 2020 9:00 AM – 3:30 PM.**
		- Distance-delivery training via WebEx for allschool district sponsors, new and returning, will be held on **Thursday, March 19, 2020 1:00 PM – 4:30 PM.**

Please contact Jennifer Cherian at jennifer.cherian@alaska.gov for a registration form. WebEx login and dial-in information will be sent via email prior to the distance-delivery training dates.

* **Farm to Child Nutrition** March 23rd from 1:30-2:30 PM there will be an informational webinar on incorporating Farm to School activities into Child Nutrition programs. We will go over what Farm to School is, ideas for activities, what Farm to School resources are available, as well as information on procurement and using geographic preference. All are welcome to join!

Email olivia.lihou@alaska.gov for more information on how to register.

* **2020 National Good Food Network Conference**

*March 10-13, 2020 // New Orleans, Louisiana*
This event will reflect on the gains and missteps of past decades of food systems work, examine models and practices that are working now, and co-create new strategies for food systems change. This is a conference for people working to create healthier, greener, and more accessible food systems and will amplify the voices of frontline communities. To gain a deeper understanding of the nuts and bolts of food systems development, tangible skills to strengthen your impact, and new connections for solidarity and support, follow this [link to register](https://www.winrock.org/ms/2020-ngfn-conference/).

* **Webinar Recording: Institutionalizing School Garden Programming**

This webinar recording features a special National Farm to School Network Partner Open Space presented in partnership with the School Garden Support Organization Network. The Open Space webinar features district-run school garden program directors from a small, medium and large school district sharing their experience and expertise in launching and maintaining district run garden programs. This webinar was recorded on December 12, 2020. [Watch here](https://urldefense.com/v3/__http%3A/www.farmtoschool.org/resources-main/webinar-archive-institutionalizing-school-garden-programming__;!!J2_8gdp6gZQ!6aVBM7G3R_5zNaGvUk_8OghHPFmApkONLuEzp1_BN_OIQSMyL4QHrv71FuiH4OBJ74eS-Q$).

* **Greenhouse Manual: An Introductory Guide for Educators**
United States Botanic Garden, the National Association for Appropriate Technology, and City Blossoms developed this freely available manual in response to an expressed need to help guide would-be greenhouse managers and educators as their schools explore ways to build new infrastructure or reinvest in existing greenhouse facilities. Its purpose is to support and expand the planting and use of school gardens and greenhouses, farm to school activities, and the integration of plant science in the curriculum. The manual lays out a basic understanding of greenhouses, how to integrate greenhouses into lessons, and how to use greenhouses in classroom curricula and after-school activities. [View the resource here](https://urldefense.com/v3/__http%3A/www.farmtoschool.org/resources-main/greenhouse-manual-an-introductory-guide-for-educators__;!!J2_8gdp6gZQ!6aVBM7G3R_5zNaGvUk_8OghHPFmApkONLuEzp1_BN_OIQSMyL4QHrv71FuiH4OB5268NWg$)
* **CNP-Web and Primero Edge User Authorizations** Child Nutrition Programs (CNP) assigns a user name and password to nutrition and education staff when a User Authorization form is completed and submitted to CNP when access is needed for the claiming system (CNP-Web and Primero Edge), as part of the staff’s job duties. These forms state:

*“I will not share my user name and password in order to maintain the integrity of the data. If another user uses the CNP Web or Primero Edge under my user name and password and provides false information, I understand that I will be responsible for the information supplied to CNP.*

*I will notify the CNP immediately if my user name and password have been compromised. CNP will give me a new user name and password.*

*If I no longer need access to the CNP Web, I understand that it is my responsibility to submit a form to end access.”*

CNP staff have been noticing quite a number of user names and education staff that are sharing their user names and passwords which is **NOT ALLOWED**. When this occurs CNP staff will immediately turn off that user name’s access and that staff will be required to obtain a new user name and password. If this behavior continues we may be forced to deny access to the CNP-Web and Primero Edge for those staff members. Please be sure you are not sharing your user names with other staff. If a new member needs access they must submit a User Authorization form located on our web page:

 [CNP-Web Access](https://education.alaska.gov/cnp/nslp3)

 [Primero Edge Access](https://education.alaska.gov/cnp/primero)

If you have any questions regarding this requirement you may contact me at Elizabeth Seitz (Elizabeth.Seitz@alaska.gov) or 907.465.8709 or Debbie Soto (Debbie.soto@alaska.gov) or 907.465-8712.

* **Smart Snack Waiver** This notice serves as a reminder that the waiver request process is an **annual** requirement; a new request form and all supporting documentation—including an Implementation Assessment of your Wellness Policy—must be submitted for approval each year.

To find out more information on Smart Snacks including the waiver form and Competitive Foods you can check out our web page at: [Competitive Foods (Smart Snacks)](https://education.alaska.gov/tls/cnp/competfoods.html)

## Resources

* **Annual CNP Procurement Training**

We will be conducting annual procurement training each Monday afternoon of April (1:30-2:30).  Please register on [Survey Monkey](https://www.surveymonkey.com/r/93S8CN6).  The topics covered will be:

Monday, April 6 Procurement Plans

Monday, April 13 Micro-Purchasing and Informal Procurement

Monday, April 20 Formal Procurement

Monday, April 27, Procuring Food Service Management Companies

Each session should take approximately 1-hour.  We will send out WebEx links and audioconference numbers with confirmation emails.

* ***New*** **ELearning course- Preparing for an Administrative Review for School Nutrition Programs** This training overviews the administrative review process for School Nutrition Programs (SNP). The Administrative Review process occurs on a 5-year review cycle and incorporates both off-site and on-site activities. The Administrative Review process ensures program integrity and compliance with federal law and regulations in the operation of the National School Lunch and School Breakfast programs.

**Part 1** discusses the general overview of the review process and more in-depth information about the Access and Reimbursement section.

**Part 2** reviews the Nutrition Quality/Meal Pattern and Resource Management review sections.

**Part 3** addresses General Program Compliance and Other Federal Program Reviews sections to assist sponsors in being successful.

To register for this training and many more go to: Alaska Department of Education & Early Development [eLearning](https://eedelearning.asentialms.com/).

* **Connecting Classrooms, Cafeterias, Communities: A Guide to Building Integrated Farm to School Programs**The newly published [Vermont FEED Guide](https://urldefense.com/v3/__https%3A/vtfeed.org/resources/connecting-classrooms-cafeterias-communities-guide-building-integrated-farm-school__;!!J2_8gdp6gZQ!_itx_CGefte05j9l_Ny3VcgdorOABM3k_J7uwqgxySugA1VeEPlJn8ELLE-AHAVSptRCQw$) is intended to support school communities in developing robust, long lasting, and integrated farm to school programs, addressing whole school change. It reflects 20 years of practice, evaluative research, and innovation in the field.  The guide is organized around farm to school action planning, a step-by-step process to help you assemble a team, identify shared goals, and plan and conduct strategic activities. In addition, it provides valuable content on classroom curriculum, school meal programs, and community building. The guide is filled with useful templates, curricular design strategies, and creative ways to communicate and celebrate farm to school success. Available for free download and to purchase as a hard copy with this [link.](https://vtfeed.org/resources/connecting-classrooms-cafeterias-communities-guide-building-integrated-farm-school)
* **A Guide to Smart Snacks in Schools** This Guide to Smart Snacks in Schools is a helpful resource for anyone managing school vending machines, fundraisers, or snack bars to better understand the Smart Snacks standards. If you are interested in getting printed copies of this guide you may go to the following link:

[A Guide to Smart Snacks in Schools](https://www.fns.usda.gov/tn/guide-smart-snacks-schools) and submit a request with USDA.

* ***Updated* Food Buying Guide** USDA has finally released the updated Food Buying Guide to help nutrition staff with understanding when purchasing foods, such as how much is in a #10 can of peaches or the number of portions you get from 20 pounds of ground beef. You can download the [Food Buying Guide](https://foodbuyingguide.fns.usda.gov/Appendix/DownLoadFBG).
* **Listserv**- Did You Know? Alaska Child Nutrition Programs has a listserv. The purpose of the listserv is to provide information and updates on the USDA Child Nutrition Programs, including the National School Lunch Program, the Child and Adult Care Food Program, and the Summer Food Service Program.

To receive all of the hottest news and updates from Alaska Child Nutrition Programs, Subscribe to ak\_child\_nutrition\_programs by filling out the form found here: [Alaska Child Nutrition Programs ListServ](http://list.state.ak.us/mailman/listinfo/ak_child_nutrition_programs).

You will receive a confirmation link via email which you should click to complete your subscription.

## Grant Opportunities

* ***None at this time.***

**Calendar of Upcoming Events**

 **DATE: EVENT:**

**April 1st State Records Management (SRM) DUE**

**May 1st Applications for Provision Operations DUE**

**June 1st Food Safety Inspection Report Due**

**June 1st On-site Self-Monitoring Summary for Afterschool Snack or At-Risk Meals Due**

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