

October 15, 2015

Dear Authorized Representative/Food Service Director:

This information was emailed to the Authorized Representative and the Food Service Director. If you desire additional staff members to receive the monthly emails please send me their contact information and I will add them to the distribution list. Sincerely, Patti Harding, Administrative Consultant, School Nutrition Programs.

National School Lunch Week

America's school nutrition professionals have been doing some phenomenal work to serve healthy and flavorful meals to over 30 million students nationwide, and we wish to recognize their efforts as we celebrate National School Lunch Week (October 12-16). Please see the letter from Kathryn Wilson, USDA Deputy Under Secretary, posted on the Bureau's web page.

Sodium Infographic

The new infographic posted on the Bureau's web page provides some tips on achieving sodium reduction while boosting the flavor of foods served in schools.

Procurement Webinar Series

Do you have a written procurement plan and aware of the changes in the procurement rules? Mark your calendar now for the upcoming procurement webinars. To ensure procurement requirements are understood, followed and required records are retained, the Bureau of Nutrition and Health Services will conduct a series of four webinars on procuring goods and services for school foodservice.

The first webinar is scheduled on October 22 from 2:00 p.m. – 3:00 p.m. The target audience for the webinar includes individuals who are involved in purchasing for CNP such as superintendents, business managers, and school foodservice directors. To register go to the Department of Education [calendar](#). The dates and content of the four webinars is posted on the bureau web page and listed below.

October 22, 2015 Webinar 1 – Super Circular, Introduction to the different procurement methods, micro-purchasing; federal, state, and local thresholds, and introduction to the Procurement web page on Department of Education website

December 16, 2015 Webinar 2- Components of a written Procurement Plan.

February 25, 2016 Webinar 3 – Specifics of the different procurement methods – formal and informal, and micro-purchasing.

April 21, 2016 Webinar 4 – Contract Management and preview of the USDA Local Procurement Review tool.



School Wellness Conference – November 12th, 9:00am – 2:30pm

Schools can create environments that support healthy eating and physical activity by implementing policies and practices, and provide opportunities for students to practice these behaviors. On Thursday, November 12th, the Iowa Department of Education along with partnering organizations will be holding a school wellness training at Iowa State University that will include the following learning opportunities:

- School Wellness and Academic Achievement: Dr. Greg Welk, Iowa State University
- School Wellness Policy Requirements: Carrie Scheidel and Patti Delger, Iowa Dept. of Education
- School Health Guidelines: Melissa Walker, Iowa Department of Education
- SWITCH Program, Iowa State University
- Shared Use Agreements and Safe Routes to School: Stacy Frelund, American Heart Association

School teams of four, such as PE Teachers, Principal, Food Service Staff, School Nurse, and Health Teacher are encouraged to attend. Substitute teacher and mileage reimbursement will be available. Register [here](#) or contact Carrie at carrie.scheidel@iowa.gov for more information. Registration deadline is November 5th.

Community Eligibility Provision – Guidance and Updated Q & As (USDA Memo SP 45-2015)

The Community Eligibility Provision (CEP) allows Local Educational Agencies (LEAs) in high-poverty areas to offer free school breakfast and lunch to all students at no cost. CEP can provide numerous benefits to LEAs, including substantial administrative savings from the elimination of household applications for free and reduced price meals, streamlined meal service operations, higher student participation, and more opportunities for children to receive nutrition necessary to optimize academic achievement. CEP may be implemented in individual schools, groups of schools, or in entire school districts.

This memorandum provides updated guidance and Questions and Answers (Q&As) (attached) that address common questions that Food and Nutrition Service (FNS) has received in the first year of CEP's nationwide implementation. The attached Q&As supersede the Q&As previously released with SP 16-2015 and SP 21-2014 (v.2).

Verification Reminder - Sample Selected October 1 and complete process by November 13

VERIFICATION is confirmation of eligibility for free and reduced price meals under the NSLP and SBP. Verification is only required when eligibility is determined through the application process, not through direct certification conducted with an Assistance Program or officials or agencies that documented Other Source Categorical Eligibility. **The sample size must be based on the October 1 sample pool and the SFA must complete the verification activities no later than November 13 for school year 2015-2016.** The USDA Eligibility Manual for School Meals- July 2015 covers the Verification process and is available on USDA's web site at <http://www.fns.usda.gov/school-meals/guidance-and-resources>. The September 15, 2015,

Verification webinar is posted on the DE web page at Learning Tools – Nutrition/Schools/Webinars/Verification Training (click [here](#)). For assistance contact your area consultant or Deb Linderblood at Deb.Linderblood@iowa.gov.