Dear Authorized Representative and Food Service Director:

This email is sent to the Authorized Representative and the Food Service Director in separate emails. 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. Please contact me at patti.harding@iowa.gov if you have additional questions or desire assistance.

**SP56-2016 Additional Guidance for the Implementation of the Administrative Reviews in School Nutrition Programs Final Rule (attached)**

This memo focuses on 3 provisions of the final rule, including:

1. Fiscal Action for Performance Standard 1 Violations (PS-1)-**Additional guidance pending from USDA**
   The final rule requires the State agencies to review certifications/benefit issuance for all the schools under the School Food Authority's (SFA’s) jurisdiction, not just the reviewed schools. This final rule applies fiscal action for certification and benefit issuance errors to the entire SFA, including non-reviewed schools. USDA is reviewing this guidance.

2. Annual SFA On-site Review Checklist
   USDA has implemented additional monitoring requirements and a new On-site Review Checklist which included new questions on the General Areas of the National School Lunch Program and also the requirement to review half of the SFA's School Breakfast Programs. To simplify the forms, Iowa combined all requirements into one form. Due to the delay in distribution of the new form, SFAs have until April 3 to complete the On-site Review Checklist. **Special Note:** If the SFA has already completed the On-site Monitoring Review using the prior form you will only need to complete the General Areas section (and the School Breakfast Program review if applicable) of the new form by April 3. Iowa's On-site Review Checklist will be available in the Download Forms section on IowaCNP on January 20. Please contact me at patti.harding@iowa.gov if you have additional questions or desire assistance.

3. State Agency Transparency Requirement
   The State agency is required to post for public viewing, the Administrative Review Findings. For SFAs scheduled for an Administrative Review during FY17, the State Review Summary Report from IowaCNP will be posted at [https://www.educateiowa.gov/pk-12/nutrition-programs/school-meals/administrative-reviews](https://www.educateiowa.gov/pk-12/nutrition-programs/school-meals/administrative-reviews).

**SP11-2017 Paid Lunch Equity: School Year 2017-2018 Calculations and Tools -located in Download Forms section of IowaCNP on January 20**

Regulations at 7 CFR 210.14(e) require school food authorities (SFAs) participating in the National School Lunch Program to ensure sufficient funds are provided to the nonprofit school food service account for meals served to students not eligible for free or reduced price...
meals. Although USDA allows for other non-Federal sources to be used to meet the requirement, in Iowa there is only one way for a public SFA to meet the PLE requirement and that is by completing the PLE Tool and increasing the paid student meal price. An SFA may request an exemption to the PLE Tool requirement if the SFA exceeds the 3 months operating balance (based on the FY16 Financial Report on IowaCNP). Email Patti Harding at patti.harding@iowa.gov if the SFA is interested in requesting an exemption. For non-public SFAs, if there are non-Federal funds available in a school or parish fund they may be used to meet the PLE requirement if allowed by the school or church.

**SP15-2017: Flexibility for the Target 2 Sodium Requirements for School Year 2017-2018**

Beginning on July 1, 2017, school food authorities (SFAs) will be required to implement Target 2 requirements as the next intermediate target aimed at gradually reducing the sodium content of school meals. We understand that some SFAs and manufacturers have expressed concerns with the school year (SY) 2017-2018 implementation timetable and anticipate operational challenges in meeting the Target 2 requirements. To help address these operational challenges, FNS is offering additional flexibility to SFAs in implementing the Target 2 requirements in SY 2017-2018. However, for SY 2017-2018, SFAs that are working toward compliance with Target 2 but not yet fully in compliance will not incur fiscal action during administrative reviews. Be prepared to discuss at your review in 17-18 how you are moving toward the sodium target.

**What's New in School Nutrition Monthly Webinar: January 23, 2017 2:00pm-3:00pm**

The featured topic for the January What’s New in School Nutrition webinar will be USDA Foods: Basics of Using Your Planned Assistance Level (PAL). Sarah White will share information on ways to use, how to order, and how to track usage. To register for the webinar click here or go to https://www.educateiowa.gov/event/whats-new-school-nutrition-webinar-3.

Watch your email webinar for the link to participate. If you have any questions please contact jan.steffen@iowa.gov. If you are not able to attend the live session, you may request a recording of the What’s New in School Nutrition webinars from Jan Steffen or your regional consultant. If you have questions or concerns, please contact Jan Steffen at jan.steffe@iowa.gov

February’s What's New in School Nutrition Webinar - Overcoming the challenge of Unpaid Balances

Sincerely,

Patti Harding, Administrative Consultant
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