

MUSIC IS PLAYING, CHECK SOUND IF YOU DO NOT HEAR ANYTHING

CALL WILL BEGIN SHORTLY



OKLAHOMA
Education



OSDE Child Nutrition Program

National School Lunch Program
Covid-19 UPDATE

Zoom Meeting

October 25, 2021 @ 1:30 p.m.



OKLAHOMA
Education



Questions in the Chat????

- In order to not have so many repeated questions in the chat, if you will let us go through our slides first, then when we are finished, you can start entering your questions.
- We understand your questions are very important and you want to ask them when you are thinking about them. A suggestion would be to write them down, if you do not hear the answer while we are discussing the PP then enter your question in the chat.

Equipment Purchase Approvals

- SFA's must have State Agency Approval for equipment acquisition of \$5,000.00 or more per item.
 - Pre-Approval list of equipment can be found on page P-8 of the CNP Manual (if on list, considered pre-approved)
 - **Not on list, must have Jennifer Weber's approval before PURCHASING**
 - If item is to be used exclusively by Child Nutrition all cost are allowable and can be paid with CN funds
 - If item is to be shared with another entity in the school district the cost must be prorated using the Indirect Cost Rate or
 - Proper procurement must be followed, two or more quotes must be obtained

Procurement of Equipment

- Must follow the SFA's Procurement Procedures
 - Suggested to use Small Purchase Procedures for most equipment (under the \$250,000 Federal Threshold)
 - Formal for over \$250,000 Threshold
 - Small Purchase Method requires two price quotes
 - Best practice is to obtain the best price for the district

EMERGENCY PURCHASING/PROCUREMENT

- 2 CFR 200.320 (c)(3) Noncompetitive procurement
 - The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation
 - This regulation allows for schools to negotiate a 1-year contract with vendor during the pandemic if there is a need for this flexibility.
 - This also allows SFA to make emergency purchases, when necessary
 - Document reasons why the Emergency Purchase was needed

SP 01-2022, CACFP 02-2022 Supply Chain Q&A's

- May use emergency procurement when experiencing certain supply chain disruptions
- How long can this emergency procurement apply?
- Micro-threshold does not apply
- Document
- No cost-plus-a percentage of cost contracts
- SFA's can piggyback onto existing contracts (cannot be a material change)
- Can be used for CACFP Program also

Supply Chain Disruptions Tips from No Kid Hungry

- Communication
- Adjust Purchasing
- Reach out to secondary suppliers
- Go local
- Modify Menus & Services
 - From No Kid Hungry (document uploaded in CARS Covid-19 Information)

SP 22-2021, CACFP 17-2021, SFSP 10-2021

- Questions and Answers – Allowed for clarification on several items we had been told how to handle but never had in writing.
- How tracking waiver for the current waiver will be handled
- CEP – COVID years are NOT extra years
- Carryover Eligibility for 22-23 – Guidance coming from USDA
- Professional Standards – Current hours can roll to 2022-23 SY

SP 22-2021 Continued

- Health/Food Safety Inspections – Two food inspections are required annually. If you don't get them, email your county Health Department and keep their reply as your request.
- Weekends & Holidays – ONLY if the instruction is considered an integral part of the curriculum and the State agency makes this determination
- RCCI's- Are allowed to claim weekends & holidays
- Meal Pattern Waiver does not apply to Smart Snack foods

SP 22-2021 Continued

- Meal Pattern Flexibility Waiver for supply chain issues must be targeted and justified
- Sending food home in bulk – this is allowed, but specific things must be met. Menus for what is sent, food safety instructions, minimal food prep, food should not be sent home as part of a recipe. If your unsure contact us.

Reminder - COVID-19 CHILD NUTRITION RESPONSE #100

- Waiver to allow fiscal action flexibility for meal pattern violations **related to Covid-19 supply chain disruptions** impacting school meals in SY 2021-2022
 - The requirement to apply fiscal action for missing food components or items missing on production records due to supply chain issues
 - The requirement to apply fiscal action for repeated violation involving milk type and vegetable subgroups

Waiver #100 is not a blanket waiver to

******NOT MEET MEAL PATTERNS******

- *Plan to serve meals as designed (reimbursable), if products are not received from vendors, then you will need to document*
 - *This can be done by just keeping copies of invoices showing what was ordered and what you were outed.*
 - *Keep e-mails from vendors showing that they do not have or cannot send you what you are requesting*

Other Waivers in SSO

- Still on a CASE-by-CASE basis for
 - Meal Patterns
 - Whole Grain
 - Vegetable Subgroups
 - Milk
 - Sodium
 - Non-Congregate
 - Mealtime Flexibility
 - Offer vs Serve

NOT INTENDED FOR ENTIRE YEAR, ONLY USE WHEN NEED

Production Records ARE Required

- All columns must contain all required information
 - Temperature logs must be kept either on production or other approved form
- Must be completed, or at a minimum documentation containing the amounts of foods served and the number of children served.
- Grade Groups should be followed if your district is in person.
 - Three Grade Groups K-5, 6-8, and 9-12. (K-8 is allowed at lunch)
 - At breakfast you are allowed to use the K-12 grade group

Menu Notes/Production Records

- If you need to make menu changes or substitutions make sure your menu has “menus subject to change”
- Update Production Records when changes are made
 - If Production Records has WGR biscuit and you serve the white biscuit, Production Records should reflect this and why

Commodities

- The Commodity Perpetual Inventory is still required
- Temperature Logs for Freezer and Refrigerators are still required

October Reporting and other Information

- August Claims must be certified by October 30th to be paid
- October Reporting Memo e-mailed on 10-13-2021
- Verification should have started on Oct 1st, complete by Nov 15th
 - Based on number of f/r applications on file as of Oct 1st
 - **Economically Disadvantage forms not included**
- Low-Income Report on Checklist in CARS will open after October Claim is certified
- Civil Right Compliance Checklist completed by October 31st

Low-Income Report/October Claim

- Low-Income Report will open once the October Claims is certified by the SFA
- The October Reporting Memo is being sent out soon
- Complete the Low-Income Report in CARS, that must match the paper copy you send us
 - Print Low-Income Report
 - Have Superintendent sign & date
 - Scan and e-mail to CNP Office at nsip@sde.ok.gov
 - Fax to 405-521-2239

Emergency Funding Payments

- Funds were deposited where the district State Aid funds are deposited
 - NSLP: Code to Project 762, Revenue Source code 4705
 - CACFP AT Risk: Code to Project 761, Revenue Source code 4704
 - Only to be spent on allowable Child Nutrition expenditures
 - Do not send invoices or receipts to CNP, maintain this information with your CNP Records
 - A short survey will be sent later in October regarding how the emergency funds were spent

Monitoring Required to be Completed by SFA

- SSO, due within first three weeks
- NSLP/SBP due by February 1st - if multi-sited
- Afterschool Snacks (NOT CACFP)
 - Two reviews are required
 - One within first 4 weeks of operation
 - One before school is out

Re-Cap of AR's for SY 2021-2022

- The State Agency will conduct Administrative Reviews (AR)
 - If SFA was scheduled to have an AR in 2020-2021 school year the area consultant will conduct the AR on the program (SSO or NSLP) operating in the 2021-2022 SY.
 - Procurement Reviews- Will be conducted on the same schedule as the AR, except SFA's with FSMC. Those SFA's with FSMC are on a three-year cycle not a five-year cycle. DWG, Inc will be conducting these reviews. You should have already received an email form them.

Upcoming Covid Calls & Trainings

- Covid Calls
 - November 8th at 1:30 p.m.
- Low Income Report - Oct 28th at 1:00 p.m.
- Procurement Review Tool - Nov 4th at 1:30 p.m.
- Verification Summary Report - Nov 18th at 1:00 p.m.

Link for call from call on 10-25-2021

- <https://youtu.be/qXr3dkKyLO0>

QUESTIONS????

Add your questions in the chat at this time.