

# 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

December 13, 2021 @ 1:30 p.m.



**OKLAHOMA**  
Education



# 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

# Upcoming Reports

- Once you certify your SSO October claim, your low income report will unlock.
- Certify low income report in the checklist and send us a signed copy by the Superintendent. Once your low income is approved by our office, your SSO November claim will unlock.
- After your SSO November claim is certified, your Verification report will unlock.
- Once your Verification report is approved by our office, your SSO December claim will unlock.

# Low-Income Report/October Claim

- Low-Income Report will open once the October Claims is certified by the SFA
- 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](mailto:nsip@sde.ok.gov)
  - Fax to 405-521-2239

# Monitoring Reminders

- SSO, due within first three weeks
- NSLP/SBP due by February 1<sup>st</sup> - if multi-sited
- FSMC once annually. The SFA reviews the FSMC, the form is in Other Documents under FSMC, last item listed
- 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

- We will send out e-mails with updated list of training for Spring 2022.
  - Next Covid Call will be January 3, 2022 at 1:30 p.m.
  - FSMC training will be in January
  - SFSP trainings will start end of January

# Link for call from call on 12-13-2021

- <https://youtu.be/r7friuKDZ78>

# QUESTIONS????

Add your questions in the chat at this time.