

OSDE Child Nutrition Program

National School Lunch/Breakfast
Program Updates

Zoom Meeting

November 13, 2023



OKLAHOMA
Education



Verification

- The verification process should be completed by November 15 of each year
- If you need an extension the State agency is able to allow one 30-day extension for this process, please email Jennifer, jennifer.weber@sde.ok.gov for the approval
- Verification is based on the total number of paper applications on file as of October 1 each year. See pages E-38-46 of the Child Nutrition Manual

Claims and the Upcoming Reports

- Once you submit your October claim, your Low-Income Report will unlock
- Once your Low-Income Report is approved by our office, your November claim will unlock
- After the November claim is submitted, your Verification Report will inlock
- Once your Verification Report is approved by our office, your December claim will unlock

October Claims for CEP & P-2 or 3 Schools

- CEP/P2/P3 will not be able to submit their October claim until the Oct. 1 numbers are released and uploaded into CARS
- If a school is in a P2 base year and receiving the message about approved for P2, please call Edgar 405-522-5043 to get this fixed. Base year schools should be able to claim for October

Claim Submission Reminder

- Remember to fully submit your monthly claims by going into the “view claim summary” once all site claim(s) are certified
- View Claim Summary is where you actually submit all the site claim(s) once all site claim(s) are certified
- If you don’t go to the “view claim summary” and submit your certified site claim(s) they are NOT submitted for payment possibly resulting in a late claim

CEP Mid-Year Changes

- Waiting on USDA State Waiver approval
- DC-M Free can NOT be used for the mid-year CEP election
- Pull your November DC info from the WAVE and print an enrollment for this time period, if you have April 2023 data you are required to use that data per USDA

Financial Viability & CEP

- If the total amount of Federal assistance available does not fully cover the cost of offering all students meals at no charge, LEA's **must** contribute non-Federal funds to cover the difference [(7 CFR 245.9(f)(4)(vii)].

CEP Estimator Tool & Guidance

- The USDA CEP Estimator Tool can be found in CARS under Other Documents, CEP and Provision Information, SY 23-24 Estimator CEP
- The USDA CEP Guidance Manual can also be found in the same area, it is called CEP Planning and Implementation Guidance SP 61-2016 (they have not updated the 40% ISP references in that guidance yet)
- The USDA Memo regarding the CEP ISP change can also be found there, it is called SP 22-23 CEP ISP Changes
- The CEP PowerPoint from the Zoom call is also in CARS, it is called CEP NEW Minimum ISP Changes

Equipment Grant – Now Closed

- We will be scoring the applicants and awarding very soon
- You will be notified via email and a letter with instructions on how to proceed if you are awarded the equipment grant funds
- For any questions, please call Rhonda at 405-522-5159 or email Rhonda.Stevenson@sde.ok.gov

Procurement Reviews for SY 2023-24

- Procurement reviews are contracted out with a local CPA firm, DWG, Inc CPA
- If you are receiving a procurement review you will or already have received an email from DWGCPA@DWGCPA.com
- These reviews are conducted off-site, and documents are uploaded to a secure system
- Zoom call to fill out the Procurement Tool is located in Other Documents under School Calls.

SCA Funds & FSMC

- If your district has a contract with a Food Service Management Company (FSMC), the FSMC must provide an itemized invoice(s) in order for the district to have documentation that the SCA funds were used on allowable food items per the SCA funds requirement. The district is allowed to pay a portion of their FSMC invoice for minimally processed foods. These funds aren't just to be given to the FSMC.
- Don't pay the monthly invoice or use SCA funds for part of that invoice without the documentation from the FSMC for the allowable foods

SNA of Oklahoma Commodity Food Show

SNA of OK Commodity Show



Join us for our annual commodity food show!
Friday, December 1st
Update Meeting 9am-11am, Sooner Meeting Room
Food Show 11am-1pm, Oklahoma Ballroom
Embassy Suites Norman

Registration is free for SNA of OK Members and
\$10 for Non-Members

[Register Here](#)

Job Openings at SDE Child Nutrition

- There are currently two positions in Child Nutrition:
- The Claims and Provision Specialist on the School side, which was formerly Nikki Assad's position
- The Regional Child Nutrition Programs Specialist for Caddo, ½ Comanche, Grady, and McClain counties, you must live in one of the counties. This is Nancy McCullough's position, she is retiring December 1, 2023
- If interested, please email me for the link to apply, jennifer.weber@sde.ok.gov

Upcoming Trainings

- **Verification Summary Report:** November 30th at 1:30 pm
- **Resource Management (Child Nutrition Funds):** December 6th at 1:30 pm
- ***Next* School Program Call:** January 8th at 1:30 pm

YouTube Link

<https://youtu.be/iIYWdd8s5rl>