



School Nutrition Programs (SNP) News and Updates

June 15, 2020

School Nutrition Programs Requirements in Michigan for School Year 2020-2021

In acknowledgement that school administrators are planning for School Year 2020-2021, we want to remind everyone of the requirement in Michigan that every public school must provide a lunch program and that it must meet the nutritional standards set forth by the United States Department of Agriculture.

These full citations can be found in the [The Revised School Code Act 451 of 1976](#).ⁱ The citations are in section 380.1272a lunch program; breakfast program and; section 380.1272b School meal programs; nutritional standards; fees; free and reduced price meals; free milk; confidentiality; discrimination; planning and evaluation of meals and other foods; fund-raising activities during school hours; sale of food and beverage items not meeting nutritional standards; number and frequency; upper limit.

If you have questions regarding the School Nutrition Programs and how they fit into the plans your district is making for this coming school year, we have staff available to help you navigate the complexity of the state and federal requirements. Please

reach out to us at mde-schoolnutrition@michigan.gov.

Free and Reduced-Price Meal Eligibility Documentation

The School Year 2020-2021 Free and Reduced-Price Meals Family Application Documents, Direct Certification Documents, and Household Information Reports are available at the following webpages:

- [Free and Reduced-Price School Meals Application](#)ⁱⁱ
- [Direct Certification](#)ⁱⁱⁱ
- Community Eligibility Provision (CEP) [Resources](#)^{iv} for the Household Information Report

All sponsors with CEP buildings must collect Household Information Reports from students in the CEP buildings, as the data from those reports are used for the [Supplemental Nutrition Eligibility](#)^v (SNE) field in the Michigan Student Data System.

Questions regarding Free and Reduced-Price Eligibility may be directed to the mde-schoolnutrition@michigan.gov

Milk Means More - Complete Nutrition Education Resources Survey and Enter to Win \$500!

Milk Means More is committed to providing FREE nutrition education resources to our schools and partners. We know there is a lot of uncertainty about the return to school this fall and are seeking feedback about what resources might help you to fill gaps in whatever capacity each district returns to school. Specifically, we are looking for feedback on what resources are needed to continue to support nutrition education in school if the academic setting is partially or completely virtual. Please complete our [School Nutrition Education Resource Survey](#).^{vi} Upon completion, you can enter to win a \$500 gift card. Survey and entry form close at 11:59 pm on June 15, 2020. Thank you in advance for your time and expertise!

Food Safety – Health Inspections

Schools are required to obtain at least two food safety inspections each school year. With the COVID-19 pandemic and school closures in the second half of the school year, many schools did not receive a second inspection from their local health department (LHD). When you renew your CNP School Nutrition Program

application, if you were unable to get a second inspection, indicate this on the Site Information page of the application and state the reason why. You may enter COVID-19 and school closure as possible reasons in the text box.

Some schools operating the USC SFSP meal program have received phone calls from the LHD during the school closure period. The inspector asked detailed questions about Standard Operating Procedures (SOPs) or what practices were in place during this time period. The LHD may be crediting a phone call/question session as an inspection but may not have indicated this to the school. If you think this pertains to you, please contact the LHD and ask them to send you a copy of the inspection. You could then record this as your second inspection.

Centers for Disease Control and Prevention (CDC) Resources

CDC would like to share new, updated, and key resources on [COVID-19](#).^{vii} We also encourage you to check [“What’s New”](#)^{viii} for more updates.

- Communication resources and toolkits
 - [Spanish Communication Resources](#)^{ix}
 - [Communication Toolkit for Migrants, Refugees, and Other Limited-English-Proficient Populations](#)^x
- Updated content
 - [Running Essential Errands](#)^{xi}
- Social media content to like, follow, and share
 - [CDC’s Facebook](#), [Twitter](#), and [Instagram](#) accounts
 - Our division’s [Facebook](#) and [Twitter](#) accounts during this challenging time.
 - [@HHSHealthGov](#), [@HealthGov](#) and [@FitnessGov](#) have also posted physical activity content.

Reminders and Due Dates

Town Hall Meetings

Topic: Town Hall 6-24-20

Date: Wednesday, June 24, 2020

Time: 2:00 PM Eastern Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android:

<https://zoom.us/j/98156054554?pwd=cmNhWVhTQU1HN1FvZVp0ZTY4Sis5dz09>

Password: 7gtRBe

Or Telephone:

Dial: USA 404 443 6397

USA 8773361831 (US Toll Free)

Conference code: 806533

Local Wellness Policy Triennial Assessment Waiver

The Michigan Department of Education is pleased to announce a nationwide waiver for the Local Wellness Policy Triennial Assessment. The intent of this waiver is to support Local Education Agencies (LEA) unable to complete a triennial assessment of the local school wellness policies by June 30, 2020, due to school closures as a result of COVID-19.

At a minimum, assessments must be conducted once every three years as described in 7 CFR 210.31(e); this is referred to as the triennial assessment. Resources regarding Local Wellness Policy and the triennial assessment, including the MDE Triennial Assessment template, can be found at [LWP Resources](#).^{xii}

The first Local Wellness Policy Triennial Assessment is due June 30, 2020. LEAs have two options for adhering to this deadline. First, LEAs that are prepared to complete their assessment by June 30, 2020, are encouraged to do so. Second, LEAs may choose to accept the new deadline and instead complete their first triennial assessment by June 30, 2021.

LEAs wishing to accept this new deadline of June 30, 2021, must notify the Michigan Department of Education, Office of Health and Nutrition Services, by June 15, 2020. Please complete the [Local Wellness Policy Triennial Assessment Waiver](#)^{xiii} survey to accept this waiver. Completion of this survey indicates approval of the assessment deadline extension to June 30, 2021.

This waiver along with other Unanticipated School Closure waivers for Michigan can be found at [Michigan USC Waivers](#).^{xiv} Please contact the School Nutrition Programs unit at 517-241-5374 or MDE-SchoolNutrition@michigan.gov or your program analyst with any questions regarding the triennial assessment.

2021 MEGS+ CNP: SNP Application Available

Michigan Electronic Grant System Plus (MEGS+) Child Nutrition Programs (CNP): School Nutrition Programs (SNP) 2021 Application is now available.

The MEGS+ website for completing the SNP 2021 Application is at [MEGS+](#).^{xv}

Application Due Date

The table below shows the MEGS+ application deadlines based on the first month in the 2020-2021 School Year for which you may submit a claim for reimbursement in the School Nutrition Programs.

Claim Month	Application Due
July 2020	July 1, 2020
August 2020	August 1, 2020
September 2020	September 1, 2020

Please note a 2021 SNP Application must be submitted and approved in order to submit claims for July and August 2020.

Questions regarding the 2021 SNP MEGS+ application may be directed to your analyst, mde-schoolnutrition@michigan.gov, or 517-241-5374.

Community Eligibility Provision (CEP)

You must notify the School Nutrition Programs (SNP) unit of your intention to participate in the CEP for School Year 2020-2021 by August 31, 2020, or the first day of school, whichever is earlier. The [Nationwide Waiver of Community Eligibility Deadlines](#)^{xvi} extended the deadline for electing CEP for the upcoming school year. SNP requires the notification to occur by selecting “yes” to question number 12 and saving the *Sponsor Information Page* in the 2021 CNP: School Nutrition Program MEGS+ Application. This selection must be made by the deadline, as a late selection cannot be approved.

The USDA CEP waiver also allowed for an expansion in the data used to calculate Identified Student Percentage (ISP). For the 2020-2021 school year, the waiver allows for school districts to use direct certification data from anytime between April 1 and June 30, instead of the normal deadline of April 1. This change allows the ISP to include more recent direct certification refreshes. Based on the expanded deadline, the SNP unit is determining the data that will need to be submitted to determine new ISPs, and will share that once a plan is determined. In the meantime:

- Districts that are 100% Free Claiming with the available data are good to complete and submit the 2021 CNP: School Nutrition Programs MEGS+ Application.
- Districts that currently participate in CEP not at 100% Free Claiming or plan to participate for the first time should hold off on submitting their 2021 CNP:

School Nutrition Programs MEGS+ application, for the time being to prevent applications from needing to be returned for modifications.

The 2020 School Level CEP Eligibility Report using Spring 2020 data is now posted to the [CEP website](#).^{xvii} Questions regarding CEP may be directed to MickelsonN@michigan.gov.

USDA Foods Program

USDA Foods - School Food Authorities (SFA's) must complete the *Request for USDA Foods Delivery* portion of the SNP application within MEGS+ to participate in the USDA Foods Program for **School Year 2021-2022**. When completing the SNP application within the View/Edit screen, the *Request for USDA Foods Delivery* form will be found under Program Forms. The deadline to choose to participate in the USDA Foods Program is October 15, 2020. **The SFA consortium decision is then irrevocable for School Year 2021-2022.**

Attached below you will find two documents that might assist you with making your consortium choice, those documents are the USDA Foods Consortia Services and Department of Defense (DoD) Services by Consortia. As a friendly reminder, your SFA already selected its consortium choice for SY 2020-2021 within the SY 2019-2020 MEGS+ SNP application and food ordering for the upcoming school year has already begun. If you have questions, please contact Jaime Malnar at MalnarJ1@michigan.gov or MDE-FMFD@michigan.gov.

[USDA Foods Consortia Services SY 2021-2022](#)

[Consortia DoD SY 2021-2022](#)

New School Nutrition Program (SNP) 2021 MEGS+ Application Completion Instructions

Indirect Cost (question #13 on the Sponsor Information page):

For Public Schools and Public School Academies: Please answer "Yes" to 13d (Public School rate) - every Public School and Public School Academy has an approved unrestricted indirect cost rate and we do not need any documentation uploaded.

For Non-public Schools, RCCIs, or brand-new Public School Academies: Please answer "No" to 13d. You will then be required to answer 13a. This answer should be "0" unless you have a negotiated indirect cost rate from another Federal Agency/Entity. Any questions about Indirect Cost rates can be directed to MDE-Fiscal@michigan.gov.

Quick guide:

- If you put a "0" for 13a., you do not need to do anything else for question #13.

- If you put anything other than “0” for 13a., you will be required to answer 13b. and 13c. by uploading supporting documentation, specifically a letter from the other Federal Agency/Entity that verifies your approved negotiated indirect cost rate.

Attachments (shown on the bottom of the View/Edit Page):

For District-wide CEP: You are not required to upload any letters or documents (unless you have a new Food Service Director).

For any RCCIs without day students (meaning you answered “No” to question #11 on the Sponsor Information Page): You must upload a document for each attachment. It can say “We are an RCCI without day students”. Unfortunately, this could not be avoided so please upload the same document for each attachment.

For any RCCIs with day students (meaning you answered “Yes” to question #11 on the Sponsor Information Page): You must upload all documents and letters relating to Free and Reduced-Price Meals Applications.

For all other programs (including Partial-CEP): You must upload all documents and letters relating to Free and Reduced-Price Meals Applications.

For all Special Milk Program sponsors: You will need to upload the documents and letters relating to Free and Reduced-Price Meals Applications. You can ask your analyst if you have questions.

All questions about completing your SNP 2021 MEGS+ application, please contact your SNP analyst or email MDE-SchoolNutrition@michigan.gov.

Updates, Guidance, and Regulation Information from the United States Department of Agriculture (USDA) Food and Nutrition Service

Professional Standards

Hiring reminder:

When hiring a new food service director (FSD), USDA requires that the candidate meets educational and training requirements. [USDA memo SP 05-2020^{xviii}](#) is the latest Questions & Answers document that addresses many different types of scenarios. For a local educational agency (LEA) with a student enrollment of 2,499 or less, there are flexibilities for the minimum required years of work experience that allow for relevant *food service* experience. Some examples of food service experience can include past work experience in hospitals, restaurants, healthcare facilities, university dining services, or elderly feeding programs. FSDs hired in LEAs with student enrollment of 2,500 students or greater must have relevant *school nutrition program* experience.

Training reminder:

All school nutrition staff needs to meet annual training hours in areas specific to their job duties. USDA has just updated their [Professional Standards Training Tracker Tool](#)^{xix} which can be used to record staff training. Users have the capability to edit training information after creating a new training title within the current school year. Your newly created training title will now autofill when logging training using the *Enter Training* feature. The new *Training Title List* feature located under the *Training* tab on the toolbar allows users to easily search available training titles, enter new training, and delete any user-created training all from one location.

Visit the [MDE Professional Standards webpage](#)^{xx} for more information.

Nationwide Waiver to Extend Unanticipated School Closure Operations Through June 30, 2020

On May 29, 2020 FNS published [USDA Memo SP 20-2020, CACFP 11-2020, SFSP 11-2020](#).^{xxi} *Questions and Answers on the Nationwide Waiver to Extend Unanticipated School Closure Operations through June 30, 2020*. This memorandum includes questions and answers intended to provide clarification to State Agencies and program operators as they transition from unanticipated school closure operations to traditional Summer Food Service Program (SFSP) or National School Lunch Program Seamless Summer Option (SSO) operations. COVID-19: Child Nutrition Response #21, *Nationwide Waiver to Extend Unanticipated School Closure Operations through June 30, 2020* allows states and sponsors to continue their unanticipated school closure operations through June 30, 2020, using existing operational flexibilities for unanticipated closures in the SFSP regulations. This waiver also delays the June 15 deadline for sponsor applications for traditional summer operations in favor of a date determined by the State Agency.

Providing Multiple Meals at a Time During the Coronavirus (COVID-19) Pandemic

The U.S. Department of Agriculture (USDA) is working with State Child Nutrition agencies to provide safe and flexible meal service to children during the coronavirus (COVID-19) pandemic. Under nationwide non-congregate feeding and meal times waivers, State agencies may allow Program operators to provide more than 1 day's worth of meals to eligible children via a single meal pick-up (by the child or the child's parent or guardian) or delivery. The USDA Food and Nutrition Service (FNS) has released two new Team Nutrition resources in support of these efforts:

- [Child and Adult Care Food Program: Providing Multiple Meals at a Time During the Coronavirus \(COVID-19\) Pandemic](#)^{xxii}

- [Summer Food Service Program: Providing Multiple Meals at a Time During the Coronavirus \(COVID-19\) Pandemic^{xxiii}](#)

These new publications provide Program operators with technical assistance on the amounts of foods needed for multiple days of meals, use of “bulk” foods, best practices, and parent communication. A version of this [Seamless Summer Option of the National School Lunch Program^{xxiv}](#) publication was released on May 27, 2020.

Training Corner

Michigan Nutrition Training Calendar

During this time of necessary social distancing, it is very important for the field to have access to all the virtual trainings available to them, to help them continue to do their jobs. If you are offering an online/virtual training, please fill out and submit this questionnaire: [I want my training added to the MI Nutrition Training Calendar^{xxv}](#). Be sure to fill out ALL of the information including NA if the question does not apply. Trainings cannot be added to the calendar without the complete information.

Please visit the [Michigan Nutrition Training Calendar^{xxvi}](#), a one-stop-shop calendar that lists child nutrition trainings across the state. The more trainings listed, the better the calendar will be for our Child Nutrition Programs!

If you have questions, contact MDE-MINutritionTraining@michigan.gov.

[How to Access the MI Nutrition Training Calendar^{xxvii}](#)

School Nutrition Programs Training - Update

During this time of necessary social distancing, MDE has canceled scheduled in-person trainings for the time being. Instead, MDE will begin offering virtual training on various topics. Please check back periodically at the [MDE Training Website page^{xxviii}](#) to see what is planned.

Questions of the Week

Question: If I am a public school, do I need to upload my Indirect Cost rate documentation in the MEGS+ SNP 2021 application?

Answer: No, you only need to answer question 13d. “I have a Public School rate” on the Sponsors Information page of the MEGS+ application as “Yes.”

Question: If I have questions about my schools Indirect Cost rates, who should I contact?

Answer: Please contact the Fiscal and Administrative Unit for specific questions relating to Indirect Cost at MDE-Fiscal@michigan.gov.

Contact Us

Email: MDE-SchoolNutrition@Michigan.gov

Nutrition Gateway: The Michigan Department of Education <https://mdoe.state.mi.us/gateway/Authentication/Login> [Nutrition Gateway](#)^{xxix} provides Child Nutrition Program (CNP) agencies a singular system to access annual CNP applications (MEGSplus), monthly claims (MIND) and periodic administrative reviews (GEMS/MARS) through an integrated dashboard and portal.

If you or someone you know is interested in receiving the School Nutrition News and Updates and SNP Bulletins, visit [School Nutrition News and Updates Subscription](#).^{xxx}

USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#),^{xxxi} (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information

requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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- i [http://www.legislature.mi.gov/\(S\(polqb2yim3boce25m3sdu4mr\)\)/mileg.aspx?page=getObject&objectName=mcl-Act-451-of-1976](http://www.legislature.mi.gov/(S(polqb2yim3boce25m3sdu4mr))/mileg.aspx?page=getObject&objectName=mcl-Act-451-of-1976)
- ii <https://admin.govdelivery.com/abe/bulletins/2495530/edit>
- iii https://www.michigan.gov/mde/0,4615,7-140-66254_50144-518556--,00.html
- iv https://www.michigan.gov/mde/0,4615,7-140-66254_80468_96102-511793--,00.html
- v https://www.michigan.gov/mde/0,4615,7-140-66254_50144-519534--,00.html
- vi <https://www.surveygizmo.com/s3/5618936/School-Nutrition-Education-Resources-Survey-2020>
- vii <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>
- viii <https://www.cdc.gov/coronavirus/2019-ncov/whats-new-all.html>
- ix https://www.cdc.gov/coronavirus/2019-ncov/communication/index-sp.html?deliveryName=USCDC_2067-DM30162
- x <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/communication-toolkit.html>
- xi <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/essential-goods-services.html>
- xii https://www.michigan.gov/mde/0,4615,7-140-66254_50144-194546--,00.html
- xiii <https://www.surveymonkey.com/r/NBSBR76>
- xiv https://www.michigan.gov/mde/0,4615,7-140-66254_34491-523051--,00.html
- xv https://mdoe.state.mi.us/MEGSPlus/Login2.aspx?APPTHEME=MIMDE_MEGSPLUS&ReturnURL=/megsplus/
- xvi https://www.michigan.gov/documents/mde/CEP_Deadline_Waiver_-_3.25.20_685437_7.pdf
- xvii https://www.michigan.gov/mde/0,4615,7-140-66254_80468---,00.html
- xviii <https://www.fns.usda.gov/cn/questions-answers-regarding-professional-standards-state-and-local-school-nutrition>
- xix <https://pstrainingtracker.fns.usda.gov/>
- xx https://www.michigan.gov/mde/0,4615,7-140-66254_50144_76830---,00.html
- xxi <https://www.fns.usda.gov/cn/questions-and-answers-nationwide-waiver-extend-unanticipated-school-closure>
- xxii <https://www.fns.usda.gov/tn/providing-multiple-cacfp-meals-during-coronavirus>

xxiii <https://www.fns.usda.gov/tn/providing-multiple-cacfp-meals-during-coronavirus>
xxiv <https://www.fns.usda.gov/tn/sso-providing-multiple-meals-during-coronavirus>
xxv <https://mdoe.state.mi.us/gems/public/QuestionnaireHome.aspx?code=i4a9scdr>
xxvi <https://mdoe.state.mi.us/gateway/Authentication/TrainingCalendar>
xxvii https://www.michigan.gov/documents/mde/Michigan_Nutrition_Training_Calendar_Access_678629_7.pdf
xxviii https://www.michigan.gov/mde/0,4615,7-140-66254_50144_94240_94245-508154--,00.html
xxix <https://mdoe.state.mi.us/gateway/Authentication/Login>
xxx https://public.govdelivery.com/accounts/MIMDE/subscriber/new?topic_id=MIMDE_229
xxx. https://www.ocio.usda.gov/sites/default/files/docs/2012/Complain_combined_6_8_12.pdf