



School Nutrition and COVID-19

Nutrition, Health and Youth Development | Tuesday @ 2:00
March 17, 2020

COVID-19

What do we know....

- Schools and other institutions will close because of COVID-19
- USDA offered waiver to State Agencies
 - Waiver congregate dining requirement
 - Schools and non-school sites allowed to serve meals
- SFA's must apply for a waiver

COVID-19

What is MDE doing

- Communicating with MDE staff and School customers
 - Bulletin Messages
 - Link to “Waiver” broken, now fixed!
- Address staffing needs for immediate tasks
 - Admin Review visits
 - Alternate work activities
- Identify what work must continue without interruption

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3

COVID-19

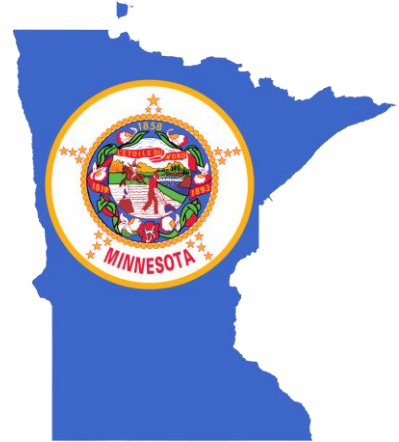
What is MDE doing

- **MDE applies for Waiver to USDA**
 - Waive *congregate* dining requirement for SFSP or SSO
 - Allows serving meals at school and non-school sites
- **Developed waiver application via Survey Gizmo**
- **Distributed to all SFAs**
- **Provide customer service and TA**
 - Webinar
 - Bulletin
 - FAQ
 - Instructions
 - Guidance Materials
 - Phone/Email
- **Approve waivers**
- **Approve SFSP applications in CLiCS**

4

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- 660 SFAs
 - 360 Public Schools
 - 203 Public Schools with eligible SFSP site
- 100 Community Organizations
- Email questions so we can develop good guidance.
 - We will respond ASAP



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5

COVID-19

How it works

- SA applies to MWRO for a waiver
 - SFA apply to SA for waiver via Survey Gizmo
 - Current participation in SFSP
 - Eligible but new to SFSP
 - Not eligible for SFSP
 - Target Free/Reduced students
 - SA reviews and approves waiver
 - SA provides TA
 - SFA updates CLICS application
 - SA approves application
- SFSP Eligible Sites
 - In-eligible Sites
 - Start Date
 - Distribution method of "Unitized" Meals
 - Meal(s) provided
 - Counting and claiming
 - Parent communication
 - Oversight and Management
- **Existing** eligible Community Organizations (CO) apply to SA for waiver via Survey Gizmo at a later date
 - All other eligible CO apply at a later date

6

COVID-19

How it works

- **SFA receives approval of waiver**
- **SFA adjusts/adds SFSP/SSO in CLiCS**
 - Use **2020** program year (defaults to 2021)
 - CLiCS will only accept March and April
 - Go into 2021 year for May and June (opening in April)
 - Sponsor Application
 - Site Application

SPONSOR APPS

- If new to SFSP, submit sponsor app *first*
- Enter or adjust budget on the SFSP Sponsor App
- Waive health dept. document, but upload a blank sheet
- Advances not allowed

SITE APPS

- Select “open” if area eligible
- Select “closed” if not area eligible
 - **Select “Income eligibility”**
- Provide operational details
 - Start date/end date
 - Estimate meal served
- New Site- **Site Supplement**; upload blank sheet

7

COVID-19

TO THINK ABOUT.....

- **SFSP Meal Pattern**
- **Menu Changes**
 - Breakfast, Lunch, Snack???
- **Commercial Food Distribution/Delivery and Access Issues**
- **Afterschool programs**
 - **21st Century**
 - **NSLP Snack**
 - **Other issues**

• Identify potential food distribution sites and methods

- SFSP Eligible Sites
- Staffing needs
- Distribution of “**Unitized**” Meals
 - Grab and Go
 - Bagged Lunches
 - Delivery to homes/community site
 - Food Truck/Bus
- Counting and claiming procedures at POS
- Current food and non-food inventory
- Safe food handling practices

8

School Closure Guidance for Public School Districts and Charter Schools

Version: March 15, 2020

Contents

Distance Learning	3
Care for Children of Families of Emergency Workers	4
Nutrition	4
Meals and/or Instructional Material Pick-up	7
Health and Wellness	7
Mental Health Support Resources	8
Attendance and Truancy	9
Special Education Services – IEP or 504 Plan	9
English Learners	12
Students Experiencing Homelessness or Housing Instability	13
Early Learning	15
Assessment	17
Before and After Care	19
Communication	19
Tribal Considerations	20
Broadband Access	20
Libraries	21
Activities	23
Staff	23
Funding	23
Employment and Workforce	24
Resources from the Minnesota Department of Health	24

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9

Clarifications from MDE Guidance

- Districts must provide meals for all children who need them, no matter their resources and no matter what school they attend, in the way that works best for your community, such as grab-and-go or delivery.*
- How long do I have to get my application in?
 - We will accommodate service from March 16, 2020.**
- Can At-Risk Afterschool meal programs shift to SFSP if under a SFSP sponsor?*
 - At-Risk does not need to shift to SFSP. It can still operate an afterschool meals program.*
- How many meals can be provided with SFSP?
 - SFSP can provide two meals or one meal + one snack per day**
- Stay tuned!** to be accompanied by
an adult to receive food.

10

COVID-19

➤ Email questions so we can develop good guidance.

- Mde.fns@state.mn.us
- Subject Line: “COVID-19”
“CLiCS COVID -19 Application Questions”
“Operational Questions”

➤ We will respond ASAP

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11

The screenshot shows the Minnesota Department of Education website. The header includes the MDE logo and navigation links: Home, About, Students and Families, Licensing, Districts, Schools and Educators, and Data Center. A search bar is located in the top right. The main content area is titled "Food and Nutrition" and contains several sections:

- Food and Nutrition COVID-19 Resources**: A red circle highlights the link "Guidance for Submitting a SFSP Application in CLiCS during School Closures Related to COVID-19".
- Connect with Us**: Information about the Connect with Us page.
- Learn about Civil Rights for USDA Programs**: Information about the USDA Non-Discrimination Statement.
- View Nutrition Program Data and Reports**: Information about the USDA Foods Received Report for the Auditor.
- View Food and Nutrition Service (FNS) Sitemap**: Information about the FNS Sitemap.

On the right side of the page, there is a photo of a young girl eating, with the caption "Helping Students Develop Lifelong Healthy Eating Habits". Below the photo are links for "Sign up for email alerts", "Related MDE resources" (Child Nutrition Programs Eligibility Map, CLiCS Login Page, CLiCS Program Administration, Farm to School), and "Related offsite resources" (Child Nutrition Resource Sharing Site).

12

- Food and Nutrition
 - Child and Adult Care Food Programs
 - Civil Rights for USDA Programs
 - Connect with Us
 - Food Distribution Program
 - Milk Programs
 - School Nutrition Programs
 - Summer Food Service
 - Team Nutrition
 - USDA Memos

Food and Nutrition

The Minnesota Department of Education (MDE) administers the United States Department of Agriculture (USDA) Child Nutrition Programs. These programs promote the health and well-being of children and help fight hunger and obesity. Organizations such as schools, child care centers and non-profits are reimbursed for providing healthy meals to children. Use the left sidebar to navigate to resources and information for each program.

Food and Nutrition COVID-19 Resources

[Guidance for Submitting a SFSP Application in CLICS during School Closures Related to COVID-19](#)

Connect with Us

Please visit the [Connect with Us](#) page for a one-stop shop to connect with the MDE Food and Nutrition Service. On this page, you can subscribe to the Nutrition Program Bulletin, view an archive of past Bulletins, and login to or sign up for Cyber-Linked Interactive Child Nutrition System (CLICS).

Learn about Civil Rights for USDA Programs

MDE is an equal opportunity provider and follows all civil rights laws and regulations for USDA programs. Read the [USDA Non-Discrimination Statement](#) to learn about civil rights policies in USDA programs, and the procedure for filing discrimination complaints to the USDA.

View Nutrition Program Data and Reports

To pull public data and reports on Minnesota nutrition programs - including sponsor and site information, the USDA Foods Received Report for the Auditor, and more - go to the "Food and Nutrition Programs" section of the [MDE Data Reports and Analytics page](#).

View Food and Nutrition Service (FNS) Sitemap

[Guidance for Submitting a Summer Food Service Program Application in CLICS - 3/17/20](#)

Food and Nutrition Service Sitemap - 12/30/19

View the Food and Nutrition Service (FNS) sitemap to see a full list of all pages and sub-pages on the FNS section of the MDE website.



Helping Students Develop Lifelong Healthy Eating Habits

Sign up for email alerts

Related MDE resources:

- Child Nutrition Programs Eligibility Map
- CLICS Login Page
- CLICS Program Administration
- Farm to School

Related offsite resources:

- Child Nutrition Resource Sharing Site

- Food and Nutrition
 - Child and Adult Care Food Programs
 - Civil Rights for USDA Programs
 - Connect with Us
 - Food Distribution Program
 - Milk Programs
 - School Nutrition Programs
 - Summer Food Service
 - Applications
 - Claims and Reimbursement Eligibility
 - Food Service Operations Monitoring State Agency and Sponsors
 - Outreach and Promotion Procurement and Contracts
 - Training: Summer Food
 - Summer Meals Newsletter
 - Team Nutrition
 - USDA Memos

Food Service Operations

Summer Food Service Program (SFSP) sponsors are required to comply with program requirements established by the U.S. Department of Agriculture (USDA). Information on menu planning, food production, meal pattern compliance, food safety and sanitation, and special dietary needs can be found on this page. Sample forms can help you maintain records to document compliance with meal pattern requirements, and the Food Resource and Action Center (FRAC) offers model summer food menus.

The Minnesota Department of Health (MDH) provides sponsors with information on state food safety and sanitation requirements as well as information on certification of food managers, which is required in most food establishments.

SFSP and USDA Foods

Entitlement for SFSP is added to the National School Lunch Program (NSLP) entitlement for sponsors that participate in both NSLP and SFSP. Sponsors that participate only in SFSP must [enroll](#) by February 1 each year to receive entitlement to use in the upcoming summer. The Minnesota Rebate Program is the only distribution channel available for SFSP-only sponsors. View the [Minnesota Rebate Program page](#) for more information about this distribution channel.

Recordkeeping

Delivery Receipt - MDE - 9/20/19

Must be signed and dated daily for meals sent out.

Food Production Record Template - 8/17/15

For local Summer Food Service Program use.

Food Temperature Log (On-Site Food Preparation) - 11/7/19

Sample form to document temperatures of food prepared on-site. Use the [Guidelines for Monitoring Temperatures](#) to ensure compliance with the Minnesota food code.

Food Temperature Log (Vended) - 11/9/19

Sample form to document temperature of vended (delivered) food. Use the [Guidelines for Monitoring Temperatures](#) to ensure compliance with the Minnesota food code.

Meal Count Form - Global Counts - 7/16/18

This form may be used by sites that count meals with a clicker.

Meal Count Form - Daily - 6/5/18

Form and instructions.

Meal Count Form - Weekly - 7/15/19

Form and instructions.

Menus and Crediting

Adult Meal Guidance and Pricing - 1/7/19

Guidance regarding meal services, meal pricing and recordkeeping for program and non-program adults.

Child Nutrition (CN) Labels and Product Formulation Statements-Documentation Requirements - 5/23/18

Shows examples of the documentation that must be maintained for convenience food items that are breaded, battered, or a combination of foods.

Guidelines for Accreditable Foods - Summer Food Service Program Meal Pattern - 9/7/18

Quick reference of creditable and noncreditable foods in USDA Summer Food Service Programs.

Meal Pattern Card - 4/10/19

For local Summer Food Service Program use.

Minnesota Summer-Prepared Grains/Breads - 3/28/17



Summer Food Programs Fill in When School's Out

Related MDE resources:

- Child Nutrition Programs Eligibility Map
- CLICS Login Page
- CLICS Program Administration
- Farm to School

Related offsite resources:

- Accommodating Children with Disabilities in the School Meal Programs (USDA)
- Child Nutrition Labeling (USDA)
- CN Labeling Policies and Procedures: Tip Sheet for Accepting Processed Product Documentation
- Developing a Food Safety Program (Includes Food Safety Standard Operating Procedures) (USDA)
- Farm to Summer (USDA)
- Fight BAC!
- Food Buying Guide (USDA)
- Food Safety for Summer Meals (CN)
- FoodSafety.gov
- Meal Patterns - Summer Food (USDA)
- Measuring Success with Standardized Recipes (CN)

SFSP Meal Pattern

Summer Food Service Program

Meal Pattern

Meal Pattern

Food components and items
For a reimbursable meal, all required components must be served.

	Breakfast	Lunch or Supper	Snack <small>Serve two of the four</small>
Milk	Required	Required	
Whole, low-fat or fat free. Breakfast and snack: served as a beverage, on cereal or used in part for each purpose. Lunch or supper: served as a beverage.	1 cup (1/2 pint, 8 fluid ounces)	1 cup (1/2 pint, 8 fluid ounces)	1 cup (1/2 pint, 8 fluid ounces)
Vegetables, fruits or portions of both	Required	Required	
• Vegetable or fruit OR	1/2 cup	3/4 cup total ^a	3/4 cup
• 100% vegetable or fruit juice	1/2 cup (4 fluid ounces)		3/4 cup (6 fluid ounces) ^b
Grains/breads^c	Required	Required	
• Bread OR	1 slice	1 slice	1 slice
• Cornbread, biscuits, rolls, muffins, etc. OR	1 serving ^a	1 serving ^a	1 serving ^a
• Cold dry cereal OR	1 ounce or 3/4 cup ^a		1 ounce or 3/4 cup ^a
• Cooked cereal or cereal grains OR	1/2 cup	1/2 cup	1/2 cup
• Cooked pasta or noodle products	1/2 cup	1/2 cup	1/2 cup
Meat and meat alternatives	Optional	Required	
• Lean meat or poultry or fish OR	1 ounce	2 ounces	1 ounce
• Alternate protein products ^d OR	1 ounce	2 ounces	1 ounce
• Cheese OR	1 ounce	2 ounces	1 ounce
• Egg (large) OR	1/2 egg	1 egg	1/2 egg
• Cooked dry beans or peas OR	1/4 cup	1/2 cup	1/4 cup
• Peanut or other nut or seed butters OR	2 tbsp	4 tbsp	2 tbsp
• Nuts or seeds ^e OR		1 ounce = 50% ^f	1 ounce
• Yogurt (plain or flavored, sweetened or unsweetened)	4 ounces or 1/2 cup	8 ounces or 1 cup	4 ounces or 1/2 cup

LUNCH MEAL PATTERN

Milk	1 cup
Fruit/Veg	3/4 Cup
Grains/Bread	1
Meat/MA	2 oz

BREAKFAST MEAL PATTERN

Milk	1 cup
Fruit/Veg/Juice	1/2 Cup
Grains/Bread	1
Meat/MA	Optional

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15

Bag Lunch Menu

	Meat/Grain	Vegetable	Fruit	Milk
Monday	Twin Cheese Sandwich on Bun	1/4 c Baby Carrots	1/2 c Apple	Milk
Tuesday	Deli Turkey Sandwich on Bread	1/4 c Cauliflower Buds	1/2 c Orange	Milk
Wednesday	Cold Chicken Breast Sandwich on Bun *BBQ Sauce	1/4 c Broccoli Flowers	1/2 c Grapes	Milk
Thursday	Sunbutter Sandwich *Jelly	1/4 c Cucumber Slices	1/2 c Banana	Milk
Friday	Deli Turkey on French Bread *Mayonnaise	1/4 c Cherry Tomatoes	1/2 c Applesauce	Milk

LUNCH MEAL PATTERN

Milk	1 cup
Fruit/Veg	3/4 Cup
Grains/Bread	1
Meat/MA	2 oz

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16

Bag Breakfast Menu

BREAKFAST	Meat/Grain	Vegetable/Fruit	Milk
Monday	Blueberry Muffin 1 oz	Whole banana ½ cup	Milk
Tuesday	Assorted Cereal Cup ¾ cup or 1 oz	Grape Juice cup ½ cup	Milk
Wednesday	Bagel and Cheese Stick 1 oz	Whole Orange ½ cup	Milk
Thursday	Assorted Cereal Cup ¾ cup or 1 oz	Applesauce cup ½ cup	Milk
Friday	Cinnamon Roll ¾ cup or 1 oz	Orange Juice cup ½ cup	Milk

BREAKFAST MEAL PATTERN

Milk	1 cup
Fruit/Veg/Juice	1/2 Cup
Grains/Bread	1 oz eq
Meat/MA	Optional

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17

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- Can I have extra time to get commodity orders in?
 - I'm worried about milk shortages. Is there a meal pattern waiver?
 - When will my CLiCS application and Waiver request get approved?
 - E-Learning or virtual classes: School is **not** dismissed but students are not in the building. Is this covered under waiver?
- Ugh! Sorry, but the deadline is still March 19 at 11:00pm.
 - MDE will be addressing meal milk concerns on a case-by-case basis. Please contact our office.
 - We are working as fast as we can! We will allow backdating of approval to allow serving of meals when you are ready to begin. Make sure you submit the waiver as the first step.
 - Yes! Continue providing meals via SFSP

18

COVID-19

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. Can bus drivers deliver food to homes or bus stops? 2. How can I get a sample bag lunch or bag breakfast menu? 3. Do I just serve meals to only Free or Reduced-price students? Do I charge paid students for their meal? 4. Do I need to get PIN numbers? | <ol style="list-style-type: none"> 1. Yes. Bus stops are ok. Meals to homes needs a confidentiality waiver with active approval consent. 2. Email our office. Also coming to the website. 3. No! All children/students served under the SFSP can eat at no charge. 4. No! Meal counts can be obtained with a tally sheet or clicker counter. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

19

COVID-19

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. Can students from a private or charter school receive meals from the district? 2. Can we be reimbursed prior to application and waiver being approved? 3. Is there a template for the consent form for home delivered meals? | <ol style="list-style-type: none"> 1. Yes if there is an open site near them. 2. Yes. But not prior to Monday, 3/16. 3. Yes. It will be posted on our website by the end of the day. It could be incorporated into parent communication tools. |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

20

COVID-19

1. Can I offer more than one meal?
Or bundle than one days' worth of meals?
 2. What type of meal distribution can I do?
1. Yes! SFAs can bundle 2 meals or 1 meal and 1 snack per day. You can also bundle multiple days (up to 7).
 2. SFAs must provide a unitized meal in a variety of ways:
 - Bag lunch "grab and go" at central location
 - Delivery service in small SFAs
 - Mobile Meal truck/bus
 - Other???

21

COVID-19

- Email questions so we can develop good guidance.
 - Mde.fns@state.mn.us
 - Subject Line: "COVID-19"
"CLiCS COVID -19 Application Questions"
"Operational Questions"
- We will respond ASAP

Thank you!

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