

Food Service Facts

Table of Contents

27. Summer Nutrition Options

Hunger Doesn't Take a Vacation	27-1
Continuation of School Nutrition Programs	27-1
Seamless Summer Meals Option	27-1
Summer Food Service Program	27-2
Eligible SFSP Sponsors.....	27-2
Requirements for SFSP Sponsors.....	27-2
Reimbursement	27-4
Open Site.....	27-5
Enrolled Site	27-5
National Youth Sports Program (NYSP) Site.....	27-6
Residential/Nonresidential Camp Site	27-6
Migrant Site.....	27-6
Comparison of Summer Nutrition Options Available to School Sponsors.....	27-7

27. Summer Nutrition Options

Hunger Doesn't Take a Vacation

For over two months every year, most schools close their doors for summer vacation. As a result, thousands of Kansas children who depend on school meals to meet a substantial amount of their daily nutrient needs do not have the opportunity to participate in a summer meal program. This lack of access to basic nutrition is most pronounced among low income children, who frequently have no summer alternative to school meals.

Good nutrition is essential for effective learning every day, all year long. Just as learning does not end when school lets out, neither does the need for good nutrition. Children who have adequate nutrition learn, play and grow better. Working parents struggling to make ends meet have concerns about what their children are doing in the summer, who is watching them, are they safe, and whether they will have enough food to eat.

Summer meal programs help children get the nutrition they need throughout the summer months when they are out of school. Sponsors in the Summer Food Service Program provide well-balanced meals to children at schools, playgrounds, parks, camps and other sites to assure that children are ready to learn when school resumes in the fall.

Continuation of School Nutrition Programs

Sponsors of the School Nutrition Programs (i.e. National School Lunch Program, School Breakfast Program, After School Care Snack Program and Special Milk Program) may continue their operation during the summer for students in academic summer school programs.

The rate of reimbursement, records and procedures for filing monthly claims for meals served during summer school are the same as during the regular school year. During summer school, reduced price and free meals may be claimed for students with approved applications on file for the current school year. Applications must be complete and approved before any reduced price or free meal benefits are provided to students.

Seamless Summer Meals Option

This option also allows sponsors to continue operating the School Nutrition Programs listed above during academic summer school programs. Most of the same rules apply in the summer as during the school year. However, sites may qualify to claim all meals at the free reimbursement rates established for school meals.

Summer Food Service Program

The Summer Food Service Program (SFSP) was established in 1968 to ensure that children in low-income areas continue to receive nutritious meals when schools are closed for vacation. Meals are provided at no charge to all children at approved sites serving areas with significant concentrations of needy children. Children between the ages of one and 18 may receive meals through the SFSP. In addition, the SFSP is also available to those over 18 who are determined by a state educational agency to have a mental or physical disability and who participate in a school program for individuals with a disability.

Kansas sponsors operate the “Simplified Summer Food Program”, which until recently was referred to as the “Lugar Pilot”. The Child Nutrition and WIC Reauthorization Act of 2004 made the Lugar Pilot into a permanent provision for Kansas sponsors. This variation of the SFSP is available in Kansas and other states identified as serving a low number of students during the summer relative to the number of students served lunch during the school year. Kansas sponsors have simplified administrative requirements and earn reimbursement based on the number of meals served multiplied times the SFSP reimbursement rates.

Eligible SFSP Sponsors

Eligible sponsors include:

- ◆ Public or private nonprofit school sponsors
- ◆ Public or private nonprofit residential camps
- ◆ Units of local, county, municipal, state or federal government
- ◆ Public or private colleges or universities participating in the National Youth Sports Program (NYSP)
- ◆ Any other type of private, nonprofit organization

Requirements for SFSP Sponsors

The sponsor must:

- ◆ Be a public or private nonprofit IRS tax-exempt entity
- ◆ Document service to an area in which poor economic conditions exist; or if an enrolled or camp site, certify that it will collect household size and income information to support its reimbursement claims
- ◆ Demonstrate financial and administrative capability and accept final financial and administrative responsibility for SFSP operation at all food service sites

Chapter 27 – Summer Nutrition Options

- ◆ Provide ongoing year-round service to the community unless it serves children of migrant workers, residential camp students, or areas where needy children might not otherwise be served
- ◆ Have adequate personnel for overall management of each food service site
- ◆ Enter into a written agreement with the KSDE agreeing to:
 - Maintain/collect site eligibility records.
 - Operate a nonprofit food service for children during summer vacation (typically May through September) or at other times at schools that operate on a year-round school calendar.
 - Ensure that administrative personnel have received KSDE training, and provide training sessions throughout the summer for all administrative and site personnel with regard to program duties.
 - Allow no site to operate unless the site personnel have been trained.
 - Serve meals which meet SFSP meal pattern and time schedule requirements.
 - Maintain food production records to document that meals meet SFSP requirements.
 - Record meals served to children at the point-of-service.
 - Serve all meals free, except that camps may charge for meals served to children not eligible for reduced price or free school meals.
 - Purchase food produced/processed in America.
 - Adhere to USDA Food and Nutrition Service (FNS) standards for purchase of goods and services.
- ◆ Certify that all sites have been visited prior to the beginning of meal service and are capable of conducting the meal service for the number of children anticipated and of supervising children on-site while meals are being consumed
- ◆ Visit each food service site at least once in the first week of operation and review food service operation at every site at least once during the first four weeks of operation
- ◆ Meet applicable state and local health, safety and sanitation standards for site food service operation
- ◆ Demonstrate that they have not been seriously deficient in prior years
- ◆ Have access to facilities adequate for storing, preparing and serving food, as appropriate.
- ◆ Notify media of SFSP operation.
- ◆ Make program information available to the public upon request and in the appropriate foreign language translations.
- ◆ Serve the same meal pattern to all eligible children regardless of race, color, national origin, sex, age or disability and display the USDA nondiscrimination poster at all meal sites.

Chapter 27 – Summer Nutrition Options

- ◆ Maintain on file documentation of site visits and reviews.
- ◆ Identify at one meal service, participants by racial and ethnic identity.
- ◆ Notify the local health department of the times, dates and sites of the food service operation.
- ◆ Use existing school food service facilities to the maximum extent feasible. Sponsors of vended operations should contact the local school sponsor to obtain meals prior to contracting with a Food Service Management Company (FSMC).
- ◆ Maintain a financial management system (meal count records, all costing information and SFSP income) as prescribed by KSDE.
- ◆ Submit reimbursement claims in accordance with procedures established by KSDE.
- ◆ Have an audit conducted of final claims and SFSP operations if the amount of federal funds from all sources expended in the prior fiscal year is \$500,000 or more.
- ◆ Maintain all records for five (5) years plus the current year; however, records must be retained after the five-year period if audit findings have not been resolved.
- ◆ If the sponsor is a school, college or university with an existing year-round contract with a FSMC to prepare meals:
 - Amend the contract to assure that SFSP requirements are met.
 - The above sponsors and other sponsors with a FSMC contract totaling \$10,000 or less are not required to comply with the formal competitive bid procedures.
- ◆ If the sponsor is a private, nonprofit agency or a governmental agency, operate sites under its direct sponsorship.
- ◆ If the sponsor is a private, nonprofit agency, it may:
 - Contract with any FSMC for the preparation of unitized meals.
 - Operate up to twenty-five (25) sites, with up to 300 meals per site and a maximum level of total meal service of 2,500 per day.

Reimbursement

Sponsors receive reimbursement based on the number of meals served. The United States Department of Agriculture (USDA) establishes the rates annually. Current reimbursement rates are available at www.kn-eat.org.

Sponsors provide meal service to children in a variety of ways depending upon the type of site and related requirements.

Open Site

- ◆ Free meals are available to any child from the community who attends a meal service.
- ◆ Fifty percent (50%) or more of the school enrollment or children in the geographic area from which the site draws its attendance must be eligible for reduced price or free school meals.
- ◆ ALL meals served to children are eligible for reimbursement.
- ◆ Eligibility is documented:
 - Every three (3) years with March school data or the annual Principal's Building Report data,
OR
 - Once with current U.S. Census tract data. New documentation is required when new census data is available or earlier if the area's socioeconomic status has changed significantly since the last census
- ◆ A maximum of two (2) of the following meals may be claimed for reimbursement: breakfast, lunch, snack.

Enrolled Site

- ◆ An "Enrolled Site" may serve only specific groups of enrolled children and the food service site cannot be open for area children to drop-in.
- ◆ To qualify as an Enrolled Site, at least fifty percent (50%) of the enrolled children must have been individually determined to be eligible for reduced price or free school meals.
- ◆ Once fifty percent (50%) eligibility for reduced price or free school meals is achieved, all children in attendance receive a free meal and all meals served to children are eligible for reimbursement.
- ◆ Documentation of fifty percent (50%) eligibility must be completed by at least the fifth day after food service begins. Reimbursement claims will not be paid unless documentation of site eligibility is on file with KSDE.
- ◆ If fifty percent (50%) eligibility is not documented by the specified deadline, the sponsor may claim reimbursement for only the students eligible for reduced price or free school meals.
- ◆ A maximum of two (2) of the following meals may be claimed for reimbursement: breakfast, lunch, snack.

National Youth Sports Program (NYSP) Site

- ◆ The sponsor must document that fifty percent (50%) of participating children are eligible based on:
 - Applications for Meal Benefits, OR
 - Residency in an area where poor economic conditions exist, OR
 - U.S. Department of Health and Human Services guidelines for income eligibility.
- ◆ The fifty percent (50%) eligibility must be documented by at least the fifth day after food service begins.
- ◆ Once fifty percent (50%) eligibility is achieved, all enrolled NYSP children in attendance receive a free meal and all meals served to children are eligible for reimbursement.
- ◆ A maximum of two (2) of the following meals may be claimed for reimbursement: breakfast, lunch, snack.

Residential/Nonresidential Camp Site

- ◆ Sponsors receive reimbursement for meals served to students eligible for reduced price or free school meals.
- ◆ Upward Bound (UB) Programs must document the number of eligible children based on the Application for Child Nutrition Program Benefits or on an Upward Bound-developed form that captures the same eligibility information.
- ◆ A maximum of three (3) of the following meals may be claimed for reimbursement: breakfast, lunch, snack, supper.

Migrant Site

- ◆ Sponsors must certify that the site serves children of migrant workers.
- ◆ A maximum of three (3) of the following meals may be claimed for reimbursement: breakfast, lunch, snack, supper.



The chart on the following page compares key features of the three options available to sponsors for providing summer nutrition for children.

Comparison of Summer Nutrition Options Available to School Sponsors

1. Continuation of School Nutrition Programs (SNP): National School Lunch Program (NSLP), School Breakfast Program (SBP), After School Care Snack Program (ASCSP)
2. Summer Food Service Program (SFSP)
3. Seamless Summer Meals Option

Topic	School Nutrition Programs (SNP)	Summer Food Service Program (SFSP)	Seamless Summer Meals Option
Reimbursement Rates	Current fiscal year rates by meal type and eligibility category (updated July 1)	Current SFSP rates (updated in December or January)	Free NSLP/SBP/ASCSP rates for current fiscal year (updated July 1)
Reimbursement Structure	Paid/Reduced Price/Free (P/RP/F) rates	One (1) rate for each type of meal that includes Operating and Administrative reimbursements and Cash in-Lieu-of Commodities	Free rate for each type of meal
Claimable Meals	Meals to any enrolled student under 21 who has not yet earned a diploma	Except for camps, meals served to all children ages 1-18, and over 18 if definition of disability is met	Except for camps, meals served to students attending school, as applicable, plus children residing in the area
Number and Type of Meals	Any combination of breakfast, lunch and/or snacks	No more than two (2) meals/day. Any combination of breakfast, lunch and/or snacks.	No more than two (2) meals/day. Any combination of breakfast, lunch and/or snacks.
Site Eligibility	No eligibility required except operation of summer school	Open Enrolled Migrant Camps	Open Enrolled Migrant Camps
Summer School Audience	May not serve meals to children from the area who are not enrolled	If academic, must open to children from the area who are not enrolled	May not serve meals to children from the area who are not enrolled
Site Monitoring by Sponsor	Sponsor is expected to monitor its site(s), but no documentation of site monitoring visits is required.	Sponsor must conduct: <ul style="list-style-type: none"> ▪ Pre-operational visit at new sites and at those sites that experienced significant operational problems in prior year ▪ First week visit (optional for school sponsors) ▪ Review in first four (4) weeks of operation, including racial/ethnic identification 	Sponsor must review sites newly approved to operate the Seamless Summer Meals Option during the first three (3) weeks of food service. Meal counting, claiming and meal pattern compliance must be monitored.
Meal Time Restrictions	Breakfast must begin before 10 AM Lunch, must be served between 10 AM and 2 PM Snacks must be served after close of school	Breakfast must begin before 10 AM; lunch served between 10 AM and 2 PM. Three (3) hours must elapse from the start of the first meal to the start of the second meal.	Breakfast must begin before 10 AM; lunch, served between 10 AM and 2 PM; snacks must be served after close of school.
Point-of-Service Accountability	Roster/meal count by category	Written tally	Written tally
Sponsor Eligibility	School sponsors automatically eligible	Current sponsorship categories	School sponsors eligible except if sponsor had a problematic SNP review

All SFSP and Seamless Summer Meals Option sponsors must:

- Demonstrate/accept final financial and administrative capability to provide meal service operations at all sites under the sponsorship
- Conduct a regularly scheduled food service for children from areas in which poor economic conditions exist
- Not have been determined seriously deficient in operating the SFSP or the Child and Adult Care Food Program (CACFP)