



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch and Breakfast Programs

FROM: Cheryl Resha, Education Manager
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: September 3, 2009

SUBJECT: Operational Memorandum #22-09
United States Department of Agriculture (USDA) Questions and Answers:
Responding to School Closings for H1N1 Outbreaks

As stated in Operational Memorandum #16-09, school food authorities (SFAs) and community organizations may offer reimbursable meals to children enrolled in schools that are closed as a result of a public health emergency related to an H1N1 outbreak. This memorandum provides questions and answers for SFAs and community organizations on operational information.

Any school food authority or eligible community organization that wants to continue to provide reimbursable meals for children in schools closed due to the H1N1 virus must have an agreement with the Connecticut State Department of Education's Child Nutrition Programs' which covers operation of the Summer Food Service Program (SFSP) or the Seamless Summer Food Program (SSFP). SFAs and organizations with existing agreements in place may modify these agreements to include waiver requests for operation during H1N1 school closures. The waiver request should include the following:

1. Name of school(s) covered by waiver request;
2. At what point after the declaration of a public health emergency and school closure would the meal service start;
3. What meal distribution method(s) the institution will use and how the program will be operated to target the children in the closed schools (see # 4);
4. How the meal distribution will target low-income children, including children that may not have free or reduced price eligibility information readily available (i.e., children new to the SFA) if the school does not have 50 percent or more free or reduced price children enrolled;
5. Methods for communicating with families; and
6. How the SFA or community organization will ensure proper operation of the program including meal content, meal counts, food safety, oversight, etc.

Additionally, interested SFAs and organizations not currently operating the SFSP or SSFP should execute new agreements with waiver requests, as soon as possible, for planning purposes in anticipation of possible school closures in the coming school year. The waiver requests should include all relevant information described above.

All waiver requests must be submitted to the Child Nutrition Programs' for review and approval and reported to the USDA Food and Nutrition Service (FNS) Regional Office in the event of a school closure.

Questions pertaining to this memorandum may be directed to:

<i>COUNTY</i>	<i>CONSULTANT</i>	<i>EMAIL</i>	<i>PHONE</i>
Hartford and Windham	Teri Dandeneau	teri.dandeneau@ct.gov	860-807-2079
Litchfield and Middlesex	Fionnuala Brown	fionnuala.brown@ct.gov	860-807-2048
Fairfield and New London	Jackie Schipke	jackie.schipke@ct.gov	860-807-2123
New Haven and Tolland	Bob Zwack	robert.zwack@ct.gov	860-807-2081

CR:tdd

Attachment