



STATE OF CONNECTICUT

DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch Program, School Breakfast Program and Special Milk Program

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

Cheryl Resha p.f.f.

DATE: July 20, 2010

SUBJECT: Operational Memorandum #15-10

- I. Updated Public Release Sample
- II. Interschool Agreement forms
 - a. Revised Forms
 - b. Healthy Food Certification

I. Updated Public Release

In June 2010, Operational Memorandum #14-10 was e-mailed to all Local Education Agencies (LEAs). The memorandum addressed forms that are needed to implement free and reduced price meals, after school snack and milk benefits. At that time, the United States Department of Agriculture (USDA) had not yet issued new Income Eligibility Guidelines (IEGs) and to date, new IEGs are still not available. **Therefore, when approving the free and reduced price meal applications, LEAs are instructed to use the IEGs from 2009-10.** If new IEGs are issued by the USDA, the State Agency will notify LEAs and provide instruction on the implementation of these new IEGs.

The Public Release for 2010-11 has been updated and is attached. It also will be posted on our Web site during the week of July 19, 2010, and may be downloaded at:
<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=320680>. LEAs are also reminded that Connecticut received a waiver from the USDA to *not use* the free or reduced IEGs in the Parent Letters for the National School Lunch Program and the Special Milk Program. This waiver is still in effect. For more information regarding the free and reduced price materials, go to the following Web site:

http://www.sde.ct.gov/sde/LIB/sde/pdf/DEPS/Nutrition/OPmemos/10/OM_14_10.pdf.

II. Interschool Agreements for 2010-11

The Interschool Agreement forms for 2010-11 have been updated and posted on the child nutrition program Web site: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=320680>. Sponsors who vend or satellite meals to another district must submit an annual Interschool Agreement. The deadline date for submitting these Agreements is **August 30, 2010**, and it must be signed by an authorized representative. The original Agreement must then be sent to the State Agency BEFORE the LEA starts serving and claiming meals. This action is required even if the LEA lists the site on their district's Online Agreement. The Interschool Agreement forms are State samples; however, if an LEA chooses to submit a different Agreement form, the LEA is responsible for ensuring that all of the components outlined on the State sample forms are included in the Interschool Agreement. Failure to do so, could delay the processing of the Agreement.

Additionally, school districts who certify that they will comply with the Connecticut State Department of Education's Connecticut General Statute (C.G.S.) Sec. 10-215f (Healthy Food Certification) may claim the recipient site lunches for additional State reimbursement if they are the providing sponsor and all of the following conditions are met:

1. The Interschool Agreement is received by our office *no later than August 30, 2010*.
2. The recipient site is a public school, vocational-technical school, charter school, interdistrict magnet school or endowed academy.
3. The recipient site has a full understanding of C.G.S. Sec. 10-215f. For more information on this Statute go to the following Web site:
<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=320754>.
4. Section III of the Full Service Interschool Agreement form is checked and signed by the recipient site's authorized representative.
5. The recipient site and the providing sponsor complete and submit a **signed** Full Service Interschool Agreement form or approved equivalent.

Failure to submit and receive approval for an Interschool Agreement could jeopardize funding for the meals served at that site. Questions pertaining to Interschool Agreements may be directed to Fionnuala Brown.

Questions pertaining to the IEGs may be directed to:

<i>COUNTIES</i>	<i>CONSULTANT</i>	<i>E-MAIL</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