



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch Program (NSLP)

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

DATE: July 30, 2010

SUBJECT: Operational Memorandum #16-10
I. NSLP Reimbursement and Commodity Food Administrative Fee Charges
II. 2010-11 National Attendance Factor

I. NSLP Reimbursement and Commodity Food Administrative Fee Charges

Payments due to the Department of Administrative Services (DAS) Food Distribution office, which are related to receipt of commodity foods, have been subtracted from the November 2009 and May 2010 NSLP reimbursement checks. The attached two reports provide a breakdown of: 1) the calculated NSLP reimbursement payment due for that month; 2) the amounts billed by DAS; and 3) the adjusted payment or the unadjusted amount that will be subtracted from subsequent NSLP reimbursement checks. This information is provided for accounting purposes and will be posted on the Connecticut State Department of Education Web site along with this memorandum at

<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322550#OpM>.

Questions regarding the amount billed by DAS should be directed to the Food Distribution office at 860-713-5147. Questions regarding the calculated NSLP reimbursement amounts may be directed to Avis Kelly at 860-807-2078.

II. 2010-11 National Attendance Factor

Based on the latest school enrollment and attendance figures from the U.S. Department of Education, the United States Department of Agriculture has updated the national average daily attendance factor. For school year 2009-10, the attendance factor is **94.4** percent. This factor is calculated by dividing the total national average daily attendance by the total enrollment for the year. When completing the Edit Check Worksheets, sponsors may choose to use this updated percentage as the attendance factor for each school.

Questions may be directed to:

COUNTY	CONSULTANT	E-MAIL	PHONE
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

Attachments: (2)

Important: This is a numbered Operational Memorandum that contains important program information. Please read carefully and retain in a binder for your future reference. Operational Memoranda are also posted on the Child Nutrition website:
<http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=320676>