

John R. Kasich, Governor Michael L. Sawyers, Acting Superintendent of Public Instruction

### MEMO

To: School Meal Program Directors

From: Brigette Hires, Assistant Director, School Meal Programs

Date: March 2013

Re: School Meal Programs Important Dates, Deadlines, and Memoranda

Please take time to note the following important information regarding the operation and reimbursement process of your school district United States Department of Agriculture (USDA) School Meal Programs. Please update records accordingly. Topics covered in this document include:

- Additional 6 Cent Reimbursement Certification Update (page 1)
- New Meal Pattern Updated Guidance (page 2)
- USDA Policy Memo Updates (page 2)
- Direct Certification Requirement (page 3)
- Technology Equipment Grant Application (page 3)
- Farm to School Grant (page 4)
- Fresh Fruit and Vegetable Program Application (page 4)
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### ADDITIONAL 6 CENT REIMBURSEMENT CERTIFICATION UPDATE

If your School Food Authority (SFA) has not yet submitted the documentation for the additional 6 cent reimbursement, below are some resources to facilitate the process:

 Ohio Department of Education, Office for Child Nutrition (ODE, OCN) hands on trainings and webinars – <u>click here</u> to access the ODE, OCN training and webinar page to review upcoming 6 cent training opportunities.

- USDA Spreadsheets and Video trainings <u>click here</u> and scroll toward the bottom of the page to access the required USDA spreadsheets. USDA has also posted short video segments to explain how to fill out the sections of the spreadsheets.
- Rite Bite ODE, OCN has contracted with a company, Rite Bite, to provide direct customer service in navigating the 6 cent application process. Rite Bite can be reached by phone at 1-855-749-2368 (1-855-SIX-CENT) or by email at 6cents@theritebite.com
- When complete, the 6 Cent documents are uploaded into the Claims
   Reimbursement and Reporting System (CRRS). The 6 Cents Upload Option is found
   under the 2013 Sponsor Application and appears as additional green "GO" buttons.
   <u>Click here</u> for a copy of the CRRS guidance document.

#### **NEW MEAL PATTERN UPDATED GUIDANCE**

- USDA has suspended the grain and meat maximum limits through school year 2013-2014 for both breakfast and lunch. Note that the calorie limitations are still in place. For additional details see USDA policy memo, SP 26-2013 <u>Extending Flexibility in the Meat/Meat Alternate and Grains Maximums for School Year 2013-14</u>.
- USDA published a revised policy memo SP 10-2012: <u>Questions & Answers on the Final Rule</u>, "Nutrition Standards in the National School Lunch and School Breakfast <u>Programs"</u> on January 25, 2013.
- In reviewing menus, ODE, OCN has noticed some confusion with the vegetable subgroups especially which vegetables count as a bean/pea and which vegetables count as a dark green. Click here for a vegetable subgroup chart. For example: green beans are not considered a bean/pea or a dark green vegetable. Green beans count as an "other" vegetable.
- Production records must clearly reflect all meal components offered and must show in detail the vegetable subgroups offered. ODE, OCN has an updated production record that SFA's can use, <u>click here</u> for a copy.

#### **USDA POLICY MEMO UPDATES**

Paid Lunch Equity: As a reminder, SFAs must calculate the weighted average paid lunch prices to ensure they are in compliance with the Paid Lunch Equity requirements for School Year (SY) 2013-14, see USDA policy memo, SP 25-2013 <a href="Paid Lunch Equity: School Year 2013-2014 Calculations and Tool">Paid Lunch Equity: School Year 2013-2014 Calculations and Tool</a> for details, In addition, the <a href="SY 2013-14 Paid Lunch Equity">SY 2013-14 Paid Lunch Equity (PLE) tool</a> to assist SFAs as they make these required calculations is attached to this memorandum.

#### DIRECT CERTIFICATION

- As a reminder, SFAs are <u>required</u> to complete the Direct Certification process at least 3 times every school year.
- The suggested time frames to complete the process are at the beginning of the school year, approximately three months after the beginning of the school year (November-December timeframe) and then three months after the second process (February-March timeframe).
- The Direct Certification may be completed on a more frequent time schedule if desired. The state SNAP match list is updated in CRRS on a monthly basis (around the middle of any given month).
- Upon completion of additional Direct Certification match processes, if a SFA identifies a student(s) on the Direct Certification match list who are already free eligible based on submission of a paper application, the LEA is to code the student(s) as Directly Certified but is not required to send a letter to the household informing them of the change. The SFA must notify the household if a student(s) changes from reduced price eligibility or paid meal eligibility due to the Direct Certification match process.
- Due to year-long eligibility, any student(s) who were Directly Certified through the first match process but no longer appear on subsequent Direct Certification results lists are to maintain their free meal eligibility status.

For complete instructions on completing the Direct Certification process, go to the ODE website at www.education.ohio.gov and search *Direct Certification*. SFAs with questions about the new Direct Certification match process can contact their Regional School Meal Programs Consultant at 800-808-6325.

## **TECHNOLOGY EQUIPMENT GRANT**

ODE, OCN is accepting grant applications for technology related equipment (e.g. office laptop/personal computer, operating systems, application software, point-of-sale system, and/or terminal input devices). The purpose of this grant is to expand School Meal Program participation and/or reduce the amount of errors in school meal record keeping. Please note a SFA may only use funds in carrying out the National School Lunch and School Breakfast Programs.

A <u>survey</u> was sent to all food service contacts on February 21, 2013. The survey consists of a SFA Cover Page and one Technology Equipment Request per SFA. All applications must be received by ODE, OCN no later than Friday, March 15, 2013 at 5:00 PM (EST). If any part of the application has not been received by Friday, March 15, 2013 at 5:00 PM (EST), the application will not be considered for funding.

Please contact Lethichia Pope by e-mail at <u>Lethichia.Pope@education.ohio.gov</u>, or by phone at (614) 752-1616, if you have questions concerning this survey or did not receive a copy.

#### FARM TO SCHOOL

The purpose of the <u>USDA Farm to School Grant Program</u> is to assist eligible entities in implementing farm to school programs that improve access to local foods in eligible schools. On an annual basis, USDA awards up to \$5 million in competitive grants for training, supporting operations, planning, purchasing equipment, developing school gardens, developing partnerships, and implementing farm to school programs.

In this funding round, USDA is soliciting applications for three types of grants:

- 1. **Planning grants** are intended for school districts or schools just starting to incorporate farm to school program elements into their operations.
- 2. **Implementation grants** are intended for school districts or schools to help scale or further develop existing farm to school initiatives.
- 3. **Support Service grants** are intended for state and local agencies, Indian tribal organizations, agricultural producers or groups of agricultural producers, and non-profit entities working with school districts or schools to further develop existing farm to school initiatives and to provide broad reaching support services to farm to school initiatives.

Proposals are due at *midnight EST, April 24, 2013*. In all cases, a 25% cash or in-kind match of the total project cost is required

## FRESH FRUIT AND VEGETABLE PROGRAM (FFVP)

The Child Nutrition Reauthorization Act of 2004 (Public Law 108-265) amended section 18 of the National School Lunch Act to establish the Fresh Fruit and Vegetable Program (FFVP) as a permanent program. The FFVP is intended for schools with a high level of free and reduced price eligible students to encourage the consumption of fresh fruits and vegetables. Schools selected for the FFVP will be funded for a period of July 1, 2013 through June 30, 2014. The following expectations must be met if selected:

- Selected schools must be elementary schools and must operate the National School Lunch Program;
- The selected schools will offer fresh fruits and vegetables free of charge to all students during the school day (at least 2 times per week outside of the school meals programs), and must publicize the availability of free fresh fruits and vegetables to the students;
- Participating schools must submit a monthly claim for reimbursement;
- Participating school will budget their program money so funds are available throughout the school year and are fully spent by June 30, 2014.

<u>Click here</u> for a copy of the 2013-2014 School Profile/Application. The application must be postmarked by <u>March 22, 2013</u> for consideration for the 2013-2014 FFVP. Please refer to the Question and Answer (Q&A) document that is also included for frequently asked questions about the program.

The Office for Child Nutrition is conducting a FFVP informational webinar on Tuesday, March 5, 2013 from 1:30PM to 2:30PM. A general overview about the FFVP will be provided and common questions and answers about the FFVP will be discussed. You are highly encouraged to participate in the webinar. To register, go to the Claims Reimbursement and Reporting System (CRRS) log in screen (the screen where a user types in their user name and password). Instead of logging into CRRS, click on "Click here to register for training" directly below the user name and password entry prompts. On the next screen, type in your CRRS user name and password in the prompts on the left side of the screen and click Continue. A list of the available webinars and trainings will appear. If you need to change or cancel your registration, you will need your confirmation number and last name.

**ODE, OCN SPRING TRAINING The All Stars "Spring Training" Workshop - Hit a Home Run with School Meal Programs!** ODE, OCN will be conducting Spring Training sessions in May 2013. The sessions will focus on the school lunch and school breakfast program changes for school year 2014, discuss best practices for the school lunch program requirements, and highlight other school meal programs. The sessions will take place at the following dates/locations:

May 6<sup>th</sup> – Deer Creek State Park, London, OH 9:00AM – 4:00PM May 9<sup>th</sup> – Maumee Bay State Park, Oregon, OH 9:00AM – 4:00PM

A small registration fee will be charged to cover a lunch meal. Registration will open soon in CRRS.

## **SEND US YOUR BEAN RECIPES!!!**

Have you discovered or developed a great bean recipe? ODE, OCN would love to have it! We are compiling a bean recipe book to share with your fellow School Food Authorities. Email your bean recipes to Lynn Coretti at <a href="Lynn.Coretti@education.ohio.gov">Lynn.Coretti@education.ohio.gov</a>. Be sure to send along the recipe in standardized format. Include any interesting information, stories or facts about your recipe as well! ODE, OCN will compile the recipes and will provide print copies at the Spring Trainings in May. ODE, OCN will also post the recipe book on the ODE website.

## **USDA CIVIL RIGHTS STATEMENT**

- Please note, the USDA nondiscrimination statement must appear on all school meal programs communication that an SFA makes available to the public.
- This includes the student meal application and letters to the parents, any student menus that are made available to the public, and any SFA websites of which school meal program information is available.
- For websites, it is not required that the nondiscrimination statement be included on every page of the program information Web site. At the minimum, the nondiscrimination statement, or a link to it, must be included on the home page of the program information.

- All SFA employees are to have civil rights training on an annual basis. ODE, OCN has
  published a PowerPoint presentation for SFAs to use in training employees on Civil
  Rights. This presentation is available on the ODE website; search Civil Rights (select
  ODE-Nondiscrimination and Civil Rights).
- SFAs must maintain a record of attendance for all Civil Rights trainings conducted.

The nondiscrimination statement is as follows:

"In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer".

If the material is too small to permit the full statement to be included, the material will at a minimum include the statement, in print size no smaller than the text:

"USDA and this institution is an equal opportunity provider and employer."

## **HEALTHIERUS SCHOOL CHALLENGE WINNERS**

ODE, OCN would like to congratulate all of the SFAs in Ohio who have achieved the USDA Healthier US School Challenge award:

**Crestview Local SD** - Crestview ES (Silver)

Mohawk Local SD - Mohawk ES (Bronze)

Wellington EVSD - Westwood ES (Bronze)

Federal Hocking Local Schools - Coolville ES (Bronze)

Wellington EVSD - McCormick MS (Bronze); Wellington HS (Bronze)

Wooster SD - Cornerstone ES (Bronze)

Findley City Schools - Washington Intermediate School (Bronze)

Ohio Public Charter School - The Intergenerational School (Bronze)

Pickerington Local Schools - Toll Gate MS (Gold)

Findley City Schools - Whittier Primary School (Bronze)

Margaretta Local Schools - Margaretta ES (Bronze)

Ohio Catholic Schools - Tuscarawas Central Catholic School (Bronze)

**Ohio Department of Education** - The Ohio School for the Deaf (Silver); The Ohio State School for the Blind (Silver)

**Twinsburg City Schools** - Bissell ES (Bronze); Dodge Intermediate School (Bronze); R.B. Chamberlin MS (Bronze); Twinsburg HS (Bronze); Wilcox Primary School (Bronze)

Clark County SD - Clark County Juvenile Court (Gold Award of Distinction)

**Berea City SD** - Big Creek ES (Bronze); Brook Park Memorial ES (Bronze); Brookview ES (Bronze); Grindstone ES (Bronze)

**Beachwood City SD** - Agnon School (Bronze)

**Licking Heights SD** - Licking Heights North ES (Bronze); Licking Heights Central MS (Silver); Licking Heights HS (Silver); Licking Heights South ES (Bronze); Licking Heights West ES (Bronze)

**Hudson City Schools** - Eastwoods ES (Bronze)

**Loveland City Schools** - Loveland Intermediate School (Bronze)

Orange SD - Gross Schechter Day School (Gold Award of Distinction)

**Hudson City SD** - Ellsworth Hills ES (Bronze); Evamere ES (Bronze); McDowell ES (Bronze) **Kettering City SD** - Beavertown ES (Silver); Greenmont ES (Silver); Indian Riffle ES (Silver); John F. Kennedy ES (Silver); Kettering MS (Silver); Oakview ES (Silver); Orchard Park ES (Silver); Southdale ES (Silver); Van Buren MS (Silver); J.E. Prass ES (Bronze)

## NATIONAL SCHOOL BREAKFAST WEEK: MARCH 4-8, 2013

The theme of the week: "Be a Star with School Breakfast" will highlight how eating a balanced breakfast at school can help students shine like their favorite stars in the movies, on the field, and on TV. For additional information, go to "Be a Star with School Breakfast".

HAVE A SCHOOL MEAL PROGRAM QUESTION? HERE ARE LINKS TO YOUR ANSWERS! Below are your telephone resource numbers to receive answers to your school meal program related questions:

- General school meal program related questions: Call ODE at 1-800-808-6325 and request to speak to the ODE, OCN school meal program regional consultant on phone duty.
- 6 cent certification process or 6 cent validation process questions: Call 1-855-749-2368 (1-855-SIX-CENT) or email <u>6cents@theritebite.com</u>. ODE, OCN has partnered with a company, Rite Bite, to provide technical assistance with the 6 cent certification process.
- 3. Commodity program questions: Call ODE at 1-800-808-6325 and request to speak to Ed Doklovic or Oji Ohajuruka or email <a href="mailto:commodityfoods@education.ohio.gov">commodityfoods@education.ohio.gov</a>.
- 4. CRRS or Claims Related questions: Call ODE at 1-800-808-6325 and request to speak to Diane Cordle, Paula Wolf or Cliff Noble.
- 5. Fresh Fruit and Vegetable Snack Program or Team Nutrition: Call ODE at 1-800-808-6325 and request to speak to Susan Patton.

## **ODE, OCN SCHOOL MEAL PROGRAMS REGIONAL CONSULTANTS:**

Listed below are the 2012-2013 ODE School Meal Program Regional Consultants and the Counties they service:

 Vickie Bobbitt – (614) 728-7756; <u>Vickie.Bobbitt@education.ohio.gov</u>. Vickie serves Ashland, Coshocton, Erie, Holmes, Huron, Knox, Licking, Lorain, Medina, Richland, and Wayne Counties.

- 2. **Misty Davis** (614) 644-9340, <u>Misty.Davis@education.ohio.gov</u>. Misty serves Delaware, Morrow, Seneca, Wood and parts of Lucas County.
- 3. Mary Ann Delagrange (888) 332-8656; Mary.Delagrange@education.ohio.gov. Mary Ann serves Cuyahoga, Geauga, and Lake Counties.
- 4. Adrienne Durrett (614) 466-9523; <a href="mailto:Adrienne.Durrett@education.ohio.gov">Adrienne Serves Champaign</a>, Clark, Clinton, Fayette, Greene, Highland, Logan, Madison, Montgomery, Preble, Union, and Warren Counties.
- 5. **Sandy Hood** (614) 466-7312; <u>Sandy.Hood@education.ohio.gov</u>. Sandy serves all of the Residential Child Care Institutions (RCCIs) in Ohio.
- 6. **Carol Marples** (614) 745-7747, <u>Carol.Marples@education.ohio.gov</u>. Carol serves Adams, Brown, Butler and Clermont Counties
- 7. **Cheryl Ommert** (614) 466 –9262; <u>Cheryl.Ommert@education.ohio.gov</u>. Cheryl serves Ashtabula, Mahoning, Portage, Summit, and Trumbull Counties.
- 8. **Diane Schneider** (614) 995-5442; <u>Diane.Schneider@education.ohio.gov</u>. Diane serves Crawford, Hancock, Marion, Ottawa, Sandusky, Wyandot and parts of Lucas County.
- 9. **Lisa Shepherd** (614) 466-1878; <u>Lisa.Shepherd@education.ohio.gov</u>. Lisa serves Allen, Auglaize, Darke, Defiance, Fulton, Hardin, Henry, Mercer, Miami, Paulding, Putnam, Shelby, Van Wert, and Williams Counties.
- 10. **Liz Solomon** (614) 466 –9273; <u>Liz.Solomon@education.ohio.gov</u>. Liz serves Hamilton County.
- 11. Sandra Spann (614) 728-8095; <u>Sandra.Spann@education.ohio.gov</u>. Sandra serves Belmont, Carroll, Columbiana, Guernsey, Harrison, Jefferson, Monroe, Morgan, Muskingum, Noble, Perry, Stark, Tuscarawas, and Washington Counties.
- 12. Sarina Wilks (614) 995-3866; Sarina.Wilks@education.ohio.gov. Sarina serves Athens, Fairfield, Franklin, Gallia, Hocking, Jackson, Lawrence, Meigs, Pickaway, Pike, Ross, Scioto, and Vinton Counties.

# OCN Important Dates for NSLP Program Year (PY) is from July 1 through June 30 every year

PYs are named as the year in which the program ends (e.g. PY 2013 is 7/1/2012-6/30/2013)
SFA=School Food Authority, or the School District, used interchangeably with LEA=Local Education
Agency; Direct Cert =Direct Certification, CRRS =Claims Reimbursement Reporting System, ODE=Ohio
Department of Education, OCN=Office for Child Nutrition, CRE=On-Site review conducted periodically
by OCN Regional Consultants

Date	Event	Local Education Agency (LEA) action required	
New	6 Cent Certification	Register for the 6 Cent Certification Training class, complete	
Regulation!	Worksheets	the worksheets and submit via CRRS to receive an extra 6	
		cents per reimbursable lunch that meets the New School	
		Lunch Meal Pattern. <u>www.education.ohio.gov</u> Search Meal	
		Training	
Monthly	Monthly Claims for	Submit monthly claim on-line in CRRS by the 45 <sup>th</sup> day after the	
	Reimbursement are due	end of each claiming month. <u>www.education.ohio.gov</u> Search	
		CRRS	
Monthly	Commodity Allocations	Log-in to CRRS and access CATS to complete the monthly	
	Tracking System (CATS)	release/order for Government Donated Foods and make	
		payment for the monthly CATS invoice.	
		<u>www.education.ohio.gov</u> Search CRRS	
Monthly	Basic Training classes	Monthly training course that reviews the requirements of the	
		National School Lunch, School Breakfast and After-School Care	
		Snack Programs. <u>www.education.ohio.gov</u> Search Basic	
		Training (Create SAFE account to self-register)	
Annually	Breakfast Program	Schools that offer the School Breakfast Program must send	
	Outreach to Families	information to families notifying them of the breakfast	
		program. This must be sent in the student information packets	
		distributed at the beginning of the school year along with the	
		free and reduced price meal applications.	
Beginning of Program Year (July 1)			
Date	CRRS New Program Voor	Local Education Agency (LEA) action required	
July	CRRS New Program-Year	Submit the new program-year application in CRRS by	
lask.	Application Direct Certification	September 30. <u>www.education.ohio.gov</u> Search CRRS	
July	Direct Certification	Complete Direct Cert process in CRRS. Format enrollment roster to "tab-delimited" format and upload to CRRS. CRRS will	
		provide the list of matching names. Direct Cert must be	
		completed at least 3 times per year.	
July	Student Applications for	Prototype published annually on the ODE/OCN website.	
July	Free and Reduced-Priced	www.education.ohio.gov Search School Meals, Documents and	
	Meals & Letter to Parents	Forms. Be sure to choose the correct form: 1) Fee waiver or 2)	
	Wedis & Letter to raients	No fee waiver	
July	Public Release	Prototype published annually on ODE/OCN website. All	
July	Tublic Nelease	schools that distribute the Student Meal Application MUST	
		send a Public Release annually. www.education.ohio.gov	
		Search School Meals, Documents and Forms	
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Date	Event	Local Education Agency (LEA) action required
July	Sharing of Information form is published (only use if a group wants to extend benefits to Free and/or	Written parent or guardian consent is required before students' free and reduced-price eligibility can be disclosed to any local education programs (e.g. free text books or reduced fees). Please contact your Regional Consultant for more
	Reduced-eligible children)	guidance. 800-808-6325 Eligibility Manual for School Meals, October 2011 at <a href="https://www.education.ohio.gov">www.education.ohio.gov</a> Search in School Meals.
July	Healthy Start, Healthy Families	Prototype published annually on the ODE/OCN website.  www.education.ohio.gov Search School Meals, Documents and Forms. Either include this form with the Student Meal Application or post the flyer close to where the Student Meal Applications are available.
July-August	Child Nutrition Summer Regional Workshops	Attend the OCN Summer Regional Workshops (held yearly in July and August). Call 800-808-6325 for more information. Self-register in CRRS.
First 4 weeks of Operation	After School Care Snack Program	All sites that operate the After School Care Snack Program must conduct a self-review by the school within the first 4-weeks of operation. A second review must be completed once more during the school year. Use template:  www.education.ohio.gov Search School Meals, Documents and Forms
Every other Fall	Fall Management Conference	ODE/OCN holds a Fall Management Conference biennially. Check the web site for dates. <a href="https://www.education.ohio.gov">www.education.ohio.gov</a>
September and/or October	Pre CRE review workshops	Regional Consultants conduct a Pre-CRE review workshop for all schools that will receive their five-year cycle review.  Contact your Regional Consultant for more information. 800-808-6325
September 30	Current Program-Year CRRS Application approval deadline	LEAs must obtain an approved Application in CRRS.  Applications are approved by OCN Consultants. All applications must be submitted, error-free, by the LEA, for approval.  www.education.ohio.gov Search CRRS
October 1	Date in which the Verification Process begins	Verification activities begin at the LEA level. Refer to the "Verification Information Packet" or call your Regional Consultant for more information. 800-808-6325  www.education.ohio.gov Search School Meals, Documents and Forms
30 <sup>th</sup> School Operating Day	Deadline for current-year Student Meal Applications	Student meal applications from the prior year may only be used for the first 30-operating days of the current school year.  Eligibility Manual for School Meals, Manual at www.education.ohio.gov Search in School Meals.
31 <sup>st</sup> Operating Day	Change eligibility status	Eligibility for those students without new program-year applications must be changed to Full-paid status and claimed as such. Eligibility Manual for School Meals at <a href="https://www.education.ohio.gov">www.education.ohio.gov</a> School Meals
November 15	Verification deadline	The Verification Process must be completed in each LEA (this is

		<b>not</b> the date required to submit Verification Summary in CRRS)
Date	Event	Local Education Agency (LEA) action required
	Food Service Management Company (FSMC) bid writing and publishing	All FSMC bids and contracts must be pre-approved by ODE/OCN before they are published and signed, respectively. This process may take several months to complete. Start early!
January 14	Verification Summary Report submission deadline	Log-on to CRRS and submit the Verification Summary Report. Must be submitted without error prior to making November claim for reimbursement. <a href="https://www.education.ohio.gov">www.education.ohio.gov</a> Search CRRS
February	Summer Food Service Program (SFSP) training	Register with the ODE OCN office to attend a SFSP training session for either New or Existing Sponsors
February 1	On-site accountability reviews are required to be completed	All LEAs with multiple sites must complete the On-Site Accountability review for each site by February 1 of each year. Review forms available at <a href="https://www.education.ohio.gov">www.education.ohio.gov</a> Search School Meals, Documents and Forms.
March	Child Nutrition Summer Regional Training Workshops	Plan to attend the Child Nutrition Summer Regional Training Workshops (held in June, July and/or August). Call your Regional Consultant for more information. Self-register in CRRS.
March	Seamless Summer Option (SSO) Program	Get information from your Regional Consultant about operating the SSO. If your school will offer summer activities, you may be eligible for the program.
Annually	Summer Food Service Program (SFSP) Outreach	Near the end of each school year, school must access the OCN's Ohio map of SFSPs and notify households of programs in the area.
May	Next Program-Year application is published in CRRS	Next Program-Year Application is available in CRRS.  www.education.ohio.gov Search CRRS
May	Health Inspection Report	Submit the prior year's Health Inspection Report with the new CRRS Application documents. Must be completed before current Program-Year CRRS application may be approved.  www.education.ohio.gov Search CRRS
June	End of Program Year (June 30)	

# **Resources**

Ohio Department of Education (www.education.ohio.gov) School Nutrition Association (www.SchoolNutrition.org) USDA Food and Nutrition (www.fns.usda.gov) Ohio School Nutrition Association (www.snaohio.org)