Charter Schools and Food Services
Options, Planning, and Decision-Making

July 20, 2016
Welcome and Introductions
- Background
- USDA Food and Nutrition Services
- CharterChoice Collaborative and KIPP New Jersey
About the National Charter School Resource Center

www.charterschoolcenter.org

- Funded through the U.S. Department of Education
- Makes accessible high-quality resources to support the charter school sector
Moderator

Jim Griffin
National Charter School Resource Center

Presenters

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USDA Food and Nutrition Services

Kelly Chrisman and Britton Knickerbocker
CharterChoice Collaborative

Frank Mancuso
KIPP New Jersey
Webinar Logistics

- Please use the Q&A feature to post questions
- Use the CHAT feature for help with technical issues
- The webinar recording will be available on the NCSRC website by July 22, 2016
- We will ask you to fill out a short survey after the webinar
✓ Welcome and Introductions

★ Background

★ USDA Food and Nutrition Services

★ CharterChoice Collaborative and KIPP New Jersey
As with many aspects of charter school autonomy, navigating the world of food services provides both opportunities and challenges for charter school operators.

The challenges that accompany charter schools attempting to access or recreate those systems can be difficult (facility, staffing, budget, available options), with significant consequences for non-compliance (i.e. ineligibility for National School Lunch Program (NSLP) reimbursement). This webinar explores various challenges as guided by a combination of schools and others involved, including areas such as:

- Retrofitting non-traditional educational facilities to meet NSLP guidelines;
- Contracting for food services with third-party providers, including school districts; and
- Establishing reliable administrative systems to receive NSLP reimbursement for eligible students.
Agenda

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  - USDA Food and Nutrition Services
  - CharterChoice Collaborative and KIPP New Jersey
Our Priorities Include…

- Promoting childhood nutrition
- Encouraging healthier food choices
- Increasing the availability of food
- Adhering to science-based nutrition standards
- Ensuring that children get nutritious food, year-round
Child Nutrition Programs

- School Breakfast Program (SBP)
- National School Lunch Program (NSLP)
- Fresh Fruit and Vegetable Program (FFVP)
- After School Snack and Supper
- Summer Meal Programs
- Farm to School
School Meal Programs

Participation:

- **Lunch**: Nearly 32 million lunches at more than 100,000 schools daily
- **Breakfast**: 12 million breakfasts at more than 88,000 schools daily

Meal Pattern: Meal patterns include appropriate portion sizes of:

- Fruits
- Vegetables
- Grains
- Meats/meat alternates (except breakfast)
- Fluid milk
School District Responsibilities

Participating districts:

➢ Serve meals that meet nutrition guidelines
➢ Meet food safety requirements
➢ Accurately count and claim reimbursements for meals

In return for meals served, USDA provides reimbursement and agricultural commodities.
Charter Schools

- Are bound by the same NSLP/SBP regulations as traditional public and private schools
- The charter school board of trustees can enter into a contractual relationship with a food service management company
- The board can opt to contract with an outside agency to assume the administrative functions
Money must be used for the meal program(s)

Revenue from non-program foods (foods outside of federally-reimbursable school meals programs that are sold or available in schools) must go to food service
## Eligibility and Verification

<table>
<thead>
<tr>
<th>Establishing Eligibility</th>
<th>Verifying Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>⚫ Household Application</td>
<td>⚫ Local responsibility, though the State may conduct the process</td>
</tr>
<tr>
<td>⚫ Categorical Eligibility</td>
<td>⚫ Use number of applications approved as of October 1 as the pool</td>
</tr>
<tr>
<td>⚫ Direct Certification</td>
<td>⚫ A minimum number of applications must be verified by November 15 every year</td>
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</table>
Reimbursement Rates

SY 2015-16 Reimbursement Rates*

<table>
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<tr>
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<tr>
<td>FREE</td>
<td>$3.07</td>
<td>$3.09</td>
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</table>

*Rates are for the 48 contiguous States.

- Adjusted annually; effective July 1
- Schools with more low-income (F/RP) students receive slightly higher reimbursements
Smart Snacks In School Nutrition Standards

http://healthymeals.nal.usda.gov/smartsnacks
Community Eligibility Provision

- Established as part of the Healthy, Hunger-Free Kids Act of 2010

- Allows high-poverty districts and schools to offer meals to all students at no cost, without the need to collect applications

As of April 2016, CEP reached 8.5 million children in 18,000 schools in all 50 States, D.C., and Guam.
Community Eligibility Provision

- Schools districts, groups of schools, and individual schools may participate.

- Eligibility is based on the percentage of *identified students* enrolled.

- The *identified student percentage* must be 40% for the entity to participate.

- Children who participate in SNAP, TANF, or FDPIR.

- Homeless, runaway, migrant, or foster children.

\[
\text{# Identified Students} \times 100 \quad \frac{\text{Total # Enrolled Students}}{\text{# Identified Students}}
\]
Fresh Fruit and Vegetable Program

- Serves elementary schools that:
  - Operate NSLP
  - Submit an application
  - Have at least 50% F/RP

- States must give priority to schools with highest percentage of low-income students

- Total enrollment of all schools must result in a per-student allocation of $50 - $75 per school year
Farm to School

➢ **Procurement:** Local foods are purchased, promoted, and served in the cafeteria or as a snack or taste-test

➢ **Education:** Students participate in education activities related to agriculture, food, health, or nutrition

➢ **School Gardens:** Students engage in hands-on learning through gardening
“Contractor” vs “In-House Food Services”

Understanding the true cost of equipment and food safety requirements (e.g. staff training and prep, warming oven)

Economies of Scale: Joining with traditional LEAs or charter school collaboratives to increase purchasing power
Administrative Review:
- State agencies monitor programs through administrative reviews
- Review records and meal service
- Review of local operations by State staff, with possible assistance from FNS staff

Management Review:
- FNS conducts evaluations of State agencies’ program management
Agenda

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The CharterChoice Collaborative School Food Authority is a non-profit organization offering charter schools an option to procure food services and healthy meals outside of their district School Food Authority (SFA) in Colorado. We provide the administrative support so that partner charter schools may operate food programs safely and in compliance with state and federal regulations.

- Established 8 years ago.
- Currently serving 16 charter schools in Colorado. Serving over 7,000 students with 59% of students eligible for Free or Reduced Price Meals.
- Partnership with state agencies, foundations, state charter association, and other organizations.
- Partner schools participate in multiple reimbursable meal programs.
- The current models of service at our partner schools include contracting with a Food Service Management Company and contracting with a school district.
- We are exploring other potential opportunities in the future with self-operating and/or collective kitchens serving multiple charter schools as well leveraging the collaborative’s purchasing power.

**Click here for a resource to help support school level planning and decision making around food service**
KIPP New Jersey is part of the KIPP organization. KIPP New Jersey operates a network of schools in Newark and Camden, New Jersey. We are committed to the ideal that one day, our nation will know Newark and Camden, NJ as cities of world-class education.

- Currently we are serving 8 schools in Newark and 3 schools in Camden. Serving over 3,700 students meals daily totaling over 9,000 meals a day with breakfast, snack, and lunch.
- We are growing to 15 schools in Newark and 5 in Camden to serve of 7,600 kids in the future.
- We currently have 5 Production Kitchens in Newark and, after next year, will have 2 in Camden to serve our students fresh healthy meals daily.
- Over the past several years, we have gone from a vended meal program to a Food Service Management Company (FSMC) model.
- By making capital investments in our schools to add production kitchens, it has allowed us to save over $500,000 a year and now serve our students healthier, fresh food, on a daily basis.
### Program Objectives: CharterChoice and KIPP NJ

Determine your school’s objectives for food services.

<table>
<thead>
<tr>
<th>School Steps</th>
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</thead>
<tbody>
<tr>
<td><strong>Gather data – what has worked and what needs to change</strong></td>
<td></td>
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<tr>
<td>▶ Incorporate data related to participation, free and reduced meal percentages, pricing, budget (if currently providing a program)</td>
<td></td>
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<tr>
<td>▶ Analyze current food service model and establish best practices.</td>
<td></td>
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<tr>
<td><strong>Establish goals for the food service program</strong></td>
<td></td>
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<tr>
<td>▶ Set targets around key parameters – participation, revenue, incorporate important factors</td>
<td></td>
</tr>
<tr>
<td>▶ Set budget and participation goals</td>
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<tr>
<td><strong>Gather important factors for program from various key constituency groups (students, staff, families, etc.)</strong></td>
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<tr>
<td>▶ Surveys for families, students, and staff</td>
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<tr>
<td>▶ Engage student leadership and wellness committees in decision making</td>
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<tr>
<td>▶ Establish a food committee to gather feedback and input from students, staff and families.</td>
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</table>
Determine the food service models that are available and sustainable for your school.

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<thead>
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<th>School Steps</th>
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<tbody>
<tr>
<td><strong>Facility and equipment limitations</strong></td>
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<tr>
<td>Determine space for food service</td>
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<tr>
<td>Conduct an equipment inventory based on program goals</td>
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<tr>
<td>Solicit bids on equipment needed</td>
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<tr>
<td>Determine what equipment can be installed if any and determine the costs</td>
</tr>
<tr>
<td><strong>Staff capacity needed</strong></td>
</tr>
<tr>
<td>Determine staffing needs (based on model of service selected)</td>
</tr>
<tr>
<td>Determine the amount of staff needed in each school to effectively and efficiently serve reimbursable meals</td>
</tr>
<tr>
<td>Establish a budget for food service staff</td>
</tr>
<tr>
<td><strong>School budget impact</strong></td>
</tr>
<tr>
<td>Based on information gathered (meal pricing, equipment needs, staffing, other costs)</td>
</tr>
<tr>
<td>Will the Nutrition program cost us money or return revenue?</td>
</tr>
<tr>
<td><strong>Billing and collecting processes</strong></td>
</tr>
<tr>
<td>Determine internal process for collections</td>
</tr>
<tr>
<td>Draft collection/meal charge policy for families</td>
</tr>
<tr>
<td>Collecting cash at the POS or allowing balances to accrue</td>
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<tr>
<td>Establish an online payment system</td>
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<tr>
<td><strong>Local policies</strong></td>
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<tr>
<td>Access to meal program benefits (F/RP Application)</td>
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<tr>
<td>Non-discrimination</td>
</tr>
<tr>
<td>Meal charge policy for families</td>
</tr>
<tr>
<td>Wellness policies</td>
</tr>
<tr>
<td>Other student, family and internal policies</td>
</tr>
<tr>
<td>Implement collection, and health and wellness policies in your district.</td>
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</tbody>
</table>
Regardless of the model selected, successful implementation requires ongoing attention.

<table>
<thead>
<tr>
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<th>Details</th>
</tr>
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<tbody>
<tr>
<td>Facility set up and design</td>
<td>• Select and purchase equipment to be installed prior to service&lt;br&gt;• Ensure lunch service schedule fits with facility space and service&lt;br&gt;• Understand local health department requirements</td>
</tr>
<tr>
<td>Staffing and training</td>
<td>• Map out structure of program and staff required&lt;br&gt;• Train staff as needed prior to implementation</td>
</tr>
<tr>
<td>Establish policies around the meal program</td>
<td>• Common policies include meal charge, meal benefit access, non-discrimination, sharing of information/disclosure</td>
</tr>
<tr>
<td>Communications with families</td>
<td>• Start early to help encourage participation, ongoing with invoicing, etc.</td>
</tr>
<tr>
<td>Engagement of community</td>
<td>• Utilize registration events and other pre-implementations activities to engage families through tastings, distributing information, etc.</td>
</tr>
</tbody>
</table>
Thank You!
Current Resources (1 of 3)

White Papers and Reports

- Charter School Discipline: Examples of Policies and School Climate Efforts from the Field
- Authorizer Evaluation Summary: An Analysis of Evaluations of Authorizer Quality
- Student Achievement in Charter Schools: What the Research Shows
- An Analysis of the Charter School Facility Landscape
- Finding Space: Charters in District Facilities
- Charter Schools and Military Communities: A Toolkit
- Legal Guidelines for Educating English Learners in Charter Schools
- Engaging English Learner Families in Charter Schools

Case Studies

- Student Discipline and School Climate in Charter Schools
- AppleTree (Early Learning)
- DC Public Charter School Board (Authorizer)
- Camino Nuevo's Kayne Start Campus
- Indianapolis Mayor's Office (Authorizer)
- Cornerstone Prep (Turnaround)
- Yes Prep/Houston (District-Charter Collaboration)
- Two Rivers Public Charter School (SWD)
- Folk Arts Cultural Treasures Charter School (EL)
- Alma del Mar (EL)
- El Sol (EL)
- Brooke Roslindale Charter (SWD)
Webinars

- SEA Webinar: Use of Funds
- SEA Webinar: Annual Independent Audits
- SEA Webinar: Early Childhood Learning in Charter Schools
- SEA Webinar: Data Management Tools for Risk Based Monitoring
- SEA Webinar: Weighted Lotteries
- SEA Webinar: Charter School Closure
- SEA Webinar: Measuring Authorizer Quality
- SEA Webinar: Financial Management and Fiscal Controls
- General Webinar: Supporting Students with Disabilities
- General Webinar: Serving English Language Learners and Families
- Credit Enhancement Webinar: Evaluating Charter School Performance
- Credit Enhancement Webinar: Evaluating Charter School Performance During the Transition to Common Core
- Credit Enhancement Webinar: Recent Developments in CSP Guidance
- Credit Enhancement Webinar: Authorizer Collaboration
- Credit Enhancement Webinar: Collaboration to Enhance Facility Financing
Current Resources (3 of 3)

CSO Master Classes

- School Leadership Development
- New School Development
- Emerging Legal Issues
- Federal Funding Opportunities
- Closing Low-Performing Public Charter Schools - State Level Strategies
- Parent & School Engagement for CSOs
- Board Development and Governance

Newsletters

- Discipline Resources
- Rural Charter Schools Report
- Aldine ISD and YES Prep District-Charter Collaboration Case Study
- Student Achievement in Charter Schools: What the Research Shows
- Serving English Language Learners and Families
- Charter Schools Serving Military Families
- English Learners in Charter Schools: Key Opportunities for Engagement and Integration
- Finding Space: Analyzing Charter School Facilities
Links to Additional Resources

The National Charter School Research Center
www.charterschoolcenter.org

USDA Food and Nutrition Services
http://www.fns.usda.gov/fns-webinars
http://www.fns.usda.gov/2016-nslp-equipment-assistance-grants
https://www.youtube.com/user/USDAfoodandnutrition/featured
http://www.theicn.org/documentlibraryfiles/PDF/20090312115009.pdf
http://www.fns.usda.gov/fns-regional-offices

CharterChoice Collaborative
http://charterchoicecollaborative.org/
Contact Us
mukta@safalpartners.com
info@safalpartners.com

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https://www.charterschoolcenter.org

Follow Us
@safalpartners

Subscribe to the NCSRC Newsletter
http://safalpartners.us13.list-manage.com/subscribe?u=7f0bd2b91a75956ffa73b6632&id=fa8f9581a6
Reference Slides
IEGs are published annually on [USDA’s website](https://www.usda.gov). For a household size of FOUR, the maximum monthly income to receive free meals is $2,633.
## USDA: School Breakfast Program

**SY 2015-16 SBP Reimbursement Rates***

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