



Considerations for Planning in Child Nutrition Programs SY 2020-2021

Planning

Suggestions for talking with the district superintendent, other LEA staff, planning committee, and/or district school nurse about what meal service is expected to look like:

- Discuss the type education model that the school district is considering or has planned.
- Plan if meals will be served in the cafeteria, classroom, other areas, or a combination.
- Discuss the CDC's recommendation of serving in the classroom, using disposable food service items and pre-packaged boxes or bags instead of self-serve food bars or family style meals. (CDC Considerations for Schools)
- Discuss if hot meals be served.
- Discuss if times for meals need to be changed due to social distancing or other issues.
- Determine if the type of meal service planned will require different packaging than past meal service.
- Discuss whether a la carte sales will take place.
- Discuss food safety. Refer to CDC and ADPH links below.
- Discuss how meal counting and claiming training will take place for school staff for the planned meal service.
- Consider whether cafeteria configuration will be changed for social distancing.
- Discuss special dietary and physical needs of applicable students during meal service.
- Are there other concerns that need to be discussed?

Other Considerations:

- Plan the menu to reflect the type of meal service that will be used.
- Would having a two-week cycle menu help with grocery, supply ordering, and storage?
- Decide on the packaging supplies needed for the meal service planned. For example, Grab and Go meals could require different containers from the usual meal service.
- Determine if additional equipment is needed for the planned meal service and a la carte items. For example, rolling carts, coolers/bags, etc.
- Use advance payment systems online to reduce handling money.
- If meals are served in the classroom, identify who and how meals will be delivered.
- Identify and train those who will complete meal counting and claiming.
- Plan who will cleanup and how trash be handled with meals that may be served in the classroom.
- Plan training for everyone involved in new meal service. Include Hazard Analysis and Critical Control Points (HACCP) information for new meal service.
- Update the online agreement Schedule A if applicable changes are made.

- Remember that water is a federal requirement for NSLP. Water bottle fountains accessible to students during meals would meet USDA requirements and minimize water distribution by staff.

OVS Possibilities When Using Grab and Go Meals

- Consider online ordering.
- Use order forms.
- Offer choices within Grab and Go meals.

Grocery Orders

- The deadline for initial SY 2021 grocery orders is June 15th.
- If changes need to be made after grocery order submission, contact the Food Distribution team and the distributor.
- Be sure to order supplies to package food for your planned meal service.

Safety

- Review CDC and ADPH guidelines for school and restaurant requirements and/or recommendations.
- Contact the local health department for local guidance.
- Update HACCP plan to reflect changes.
 - Provide training for any HACCP changes.
 - Provide updated HACCP plan to all sites.

General Information

- ALSDE CNP has made USDA Southeast Regional Office (SERO) aware of many concerns including SFA finances, OVS, meal pattern for NSLP, and distance learning issues. We have talked with many of you about your issues and concerns. If you have information for us or need assistance while planning, please email or call your assigned area school programs staff member.
- ALSDE state superintendent has a SEAL Task Force that will be releasing a road map for reopening schools later this month.
- All USDA guidance will be forwarded to SFAs as soon as possible upon release by the USDA to the state.
- Please check your email frequently. Read and print emails for future reference.
- Please read the ALSDE CNP, COVID-19 Weekly Updates that is released at the first of each week as it contains guidance specific to needs during this time.