Seamless Summer Option
Glossary of Terms

FNS = Food Nutrition Service
NSLP = National School Lunch Program
OVS = Offer verses Serve
SBP = School Breakfast Program
SFA = School Food Authority
SFSP = Summer Food Service Program
SSO = Seamless Summer Option
USDA = United States Department of Agriculture
WINS = Web-based Illinois Nutrition System
Schools with greater than 50% eligibility rate who are conducting an academic or enrichment summer program are required by P.A. 096-0734 to operate an open feeding program. Schools may opt out of P.A. 096-0734 by appealing Regional Office of Education prior to January 15

www.isbe.net/nutrition/htmls/seamless_summer.htm>Legislation
Requirements:

• School *buildings* with 50% or greater eligibility rate as of prior October claim

• Operating a summer school or enrichment program

• **Must** offer breakfast and/or lunch to student

• **Must** open their doors and offer meals to children 18 and below from the community.
Summer Feeding Programs

- Summer Food Service Program (SFSP)
- Seamless Summer Option (SSO)
- National School Lunch (NSLP)/School Breakfast Program (SBP)
Summer Feeding Programs

National School Lunch (NSLP)/School Breakfast Program (SBP)

- Run under the NSLP
- Target group: only children enrolled for summer school (no community)
- Claim by student eligibility
- NSLP Meal Pattern
- SBP Meal Pattern

Illinois Public Act 096-0734
Summer Feeding Programs

Summer Food Service Program (SFSP)
- Separate from the NSLP
- Target group: summer school and community children
- Claim all meals as free (in areas with at least 50% F/R eligibility)
- Meal Pattern SFSP or NSLP (sponsor’s choice)

Seamless Summer Option (SSO)
- Run under the NSLP
- Target group: summer school and community children
- Claim all meals as free (in areas with at least 50% F/R eligibility)
- NSLP Meal Pattern
- SBP Meal Pattern

National School Lunch (NSLP)/School Breakfast Program (SBP)
- Run under the NSLP
- Target group: only children enrolled for summer school (no community)
- Claim by student eligibility
- NSLP Meal Pattern
- SBP Meal Pattern
Seamless Summer Option
vs
Summer Food Service Program

http://www.isbe.net/nutrition/pdf/comparison_programs.pdf
## Seamless Summer Option
### Summer Food Service Program

**2014 Seamless Summer Option Rates through June 30, 2014***

<table>
<thead>
<tr>
<th></th>
<th>Non-Severe Need</th>
<th>Severe Need</th>
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</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$1.63</td>
<td>$1.94</td>
</tr>
<tr>
<td>Lunch/Supper</td>
<td>&lt;60% +.06¢</td>
<td>≥60% +.06¢</td>
</tr>
<tr>
<td></td>
<td>$3.04</td>
<td>$3.06</td>
</tr>
<tr>
<td>Snack</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$0.80</td>
<td></td>
</tr>
</tbody>
</table>

### Illinois Free Breakfast and Lunch
$0.05 per each free breakfast and lunch

## 2014 SFSP Maximum Reimbursement Rates

<table>
<thead>
<tr>
<th></th>
<th>Combined (Operating and Administrative)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rural or Self-Prep</td>
</tr>
<tr>
<td>Breakfast</td>
<td>$2.0225</td>
</tr>
<tr>
<td>Lunch/Supper</td>
<td>$3.5450</td>
</tr>
<tr>
<td>Supplement</td>
<td>$0.8400</td>
</tr>
</tbody>
</table>

*July 1, 2014 NSLP rates will increase for FY 15.*
Funded by the United State Department of Agriculture (USDA) and administered by Illinois State Board of Education (ISBE).

- New Sponsors must attend a New Sponsor Orientation in Spring 2014.

- New Sponsor applications will be accepted through Friday, June 13, 2014.

- Schools may operate as a site in SFSP under an existing SFSP approved sponsor. This option requires no staff training with ISBE and limited paperwork and program administration. ISBE staff will work with school districts to locate existing sponsor in their local area.
Summer Food Service Program Contacts:

Amy Bianco- abianco@isbe.net
Naomi Greene- ngreene@isbe.net
Phone: (800)545-7892 or (217)782-2491

- For more information about SFSP or to register for New Sponsor Orientation visit the SFSP webpage: www.isbe.net/nutrition/htmls/summer.htm
When

- During the traditional summer vacation (May–September)
- Year-round schools may participate during long school vacation periods—10 calendar-days minimum
- During a dismissal due to an unanticipated school closure such as an H1N1 virus outbreak.
Seamless Summer Option

Meals are **free of charge to**:

- Children 18 years of age and under from low-income areas or targeted programs
- Individuals over 18 with a state-defined mental or physical disability.
Where is the program offered?

Schools
Where is the program offered?

- Camps
- Parks
- Churches
- Libraries
- Public Housing
Sponsor Responsibilities

- WINS- Seamless Summer Questionnaire
- Public Notification
- Monitoring
- Record Keeping
- Training
- Civil Rights
WINS-Questionnaire

**MUST SUBMIT PRIOR TO OPERATION**

- Questionnaire is currently available in WINS
- Sponsor must submit a site questionnaire for each building operating a Seamless Summer site
- Online questionnaire training webinar-
  
  www.isbe.net/nutrition/htmls/seamless_summer.htm
Promoting the program is a requirement

Examples:
- Press release to the local media
- Backpack Flyers
- Door hangers
- Computerized calls
- Email

Keep copies of outreach materials on file.
Review each site at least once during the operation for:

- Meal pattern compliance
- Meal counting
- Meal claiming
- Monitoring form
Sponsor Responsibilities: Record Keeping

- Food production records
- Meal count forms
- Documentation of program expenses
- Maintain records for 3 years plus the current year
Sponsor Responsibilities: Civil Rights

- Display *And Justice for All* poster
- Establish complaint procedure
Include non-discrimination statement on all program materials

The U.S Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual’s income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

At a minimum the statement below when space does not allow for entire statement.

**USDA is an equal opportunity provider and employer**
Site Types

Site types include:

- Open
- Restricted-open
- Closed-enrolled
- Camp
- Migrant
Site Eligibility

- **Open site** - Direct Certification, October Claims for Reimbursement or Census data.

- **Enrolled** - School with 50 percent of applications eligible for free or reduced-price meals or Direct Certification, October Claims for Reimbursement or Census data.

- **Migrant** - Site has certification by migrant coordinator.

- **Camps** - Site offers food service as part of an organized program for enrolled children, 3 meals a day require household applications.
Site Responsibilities

- Doors open to the public
- Serve reimbursable meals
- Count meals at point-of-service
- Report meal count to the sponsor or submit claim for reimbursement
Meal Service

NSLP and SBP rules apply

- *Offer versus Serve* is an option.
- Serve one to two meals a day
- Migrant and camp sites can serve one to three meals a day
- Water: NSLP requires potable water to be made available at all meal services and this rule applies in SSO. SBP requires water be made available during breakfast served in the cafeteria.
Meal Service Type

Three Options- Select up to two:

- **Breakfast**— before school- beginning of the school day
- **Lunch**— must be served between 10 a.m. and 2 p.m.
- **Snack**— a.m. or p.m.
Breakfast / Snack Menu Plan

Breakfast-
- School Breakfast Program Meal Pattern established school year 2013-14
- Grade groups
  - K-5
  - 6-8
  - K-8
  - 9-12

Snack-
- Sponsor will continue the National School Lunch Program After-School Program menu plan
Lunch Meal Pattern

**Lunch-**
- Sponsors are required to follow the NSLP Meal Pattern as established school year 2012-13.
- Grade groups
  - K-5
  - 6-8
  - K-8
  - 9-12

**Long or Short Week-**
- Regularly scheduled lengthened or shortened weeks must follow USDA adjusted meal pattern

Lunch Meal Pattern Requirement:
5 full components offered -

- Grain (whole grain rich)
- Meat/Meat Alternate
- Fruit
- Vegetable (subgroups)
- Milk

- ½ c fruit or vegetable only required component
- Plus two full components, minimum
- Optional at all grade levels
Offer vs Serve: Breakfast

Breakfast Meal Pattern Requirement:
4 Items offered-from 3 component groups

- Grain (whole grain rich)
- Fruit
- Milk

Optional as an extra or a 2nd grain offering

- Meat/Meat Alternate

- Three full components, minimum
- Child may decline only one item
- No required component
Offer vs Serve: Optional

**Optional**
- at all grade levels
- breakfast and/or lunch

**Online Training**
www.isbe.net/nutrition/htmls/nslp-hhfka-fbmp-ns.htm
- Breakfast – USDA training video
- Lunch- training slides
Meal Counts

- Each site must take a point-of-service meal count every day.

- Record the number of children served a complete first meal. Second meals and incomplete meals are not reimbursable.

**Do not include in meal count:** Meals served to adults.
## Daily Meal Count Form

### SEAMLESS SUMMER OPTION

**DAILY MEAL COUNT FORM**

<table>
<thead>
<tr>
<th>Site Name:</th>
<th>Telephone:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Meal Type (circle):**

- Breakfast
- Lunch
- AM Snack
- PM Snack

**First Meals Served to Children**

* (cross off number as each child receives a meal):

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40
41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60
61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80
81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120
121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140
141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160
161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180
181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200

**TOTAL MEALS SERVED**

By signing below, I certify that the above information is true and accurate:

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
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*Adults meals are NOT eligible for reimbursement*

[http://www.isbe.net/nutrition/pdf/seamless_daily.pdf](http://www.isbe.net/nutrition/pdf/seamless_daily.pdf)
**Daily Meal Count Form**

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61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80
81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120
121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140
141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160
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181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200
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<th>PM Snack</th>
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First Meals Served to Children* (cross off number as each child receives a meal):
Claims

- Continue daily meal counts entered in claims
- NO Seamless Summer claim addendum
- All meals claimed at free rate

Split month- Claims

- June 1-9
  - NSLP/SBP- Free, Reduced, Paid
- June 10-30
  - Seamless Summer- Free Lunch and Breakfast
To conduct a review at:

- SFAs currently experiencing Annual Review
- Any sponsor with operational issues identified in a prior review
Schools receive full commodity entitlement credit for all lunches claimed.
Nutrition and Wellness Programs Division
Illinois State Board of Education
100 North First Street (W-270)
Springfield, Illinois 62777
Phone: 800.545.7892
Fax: 217.524.6124
cnp@isbe.net
Illinois State Board of Education
Nutrition and Wellness Programs Division

Seamless Summer Option
2014
Sponsor Online Training

This certificate is proudly presented to:

For completion of online Sponsor Orientation for the Seamless Summer Option

Nutrition and Wellness Programs Division