



Meals Service for Students Engaged in Distance Learning

Child Nutrition Programs

July 23, 2020

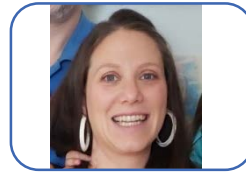
Agenda

- Introductions
- Purpose
- Updates and guidance
- Peer sharing
- Q&A
- Recap and next steps
- Resources

Introductions



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Purpose

Provide up-to-date information and review any new guidance available

Respond to questions submitted ahead of time

Provide a platform for peer-to-peer sharing of effective practices

Space for additional questions and answers



Updates and Guidance

Meal Policy Guidance/Waivers

- Policy guidance was released on July 21, 2020 and can be found [here](#).
 - Guidance will be updated when necessary to include new information
- SFAs must elect the use of each waiver they want to utilize.
 - The waiver form can be found [here](#).
 - Waiver forms must be completed and submitted by email to your program specialist for approval. Approvals will be provided via email.
 - Approved waiver forms must be uploaded to each SFAs 2020-21 NSLP and CACFP applications as a miscellaneous document



Meal Service for Students Engaged in Distance Learning

Meal Service - Distance Learning

- School Food Authorities (SFAs) should use the School Breakfast Program (SBP), National School Lunch Program (NSLP), AfterSchool Snack Program (ASSP) and Child and Adult Care Food Program (CACFP) to provide meals for students physically in school, and those distance learning
- USDA waivers in place through June 30, 2021
- Specifically, meals service for students distance learning can be provided through these models:
 - Grab and go meals
 - Multiple meals
 - Bulk food items
 - Parent/guardian pick-up meals
 - Home delivery meals

Grab and Go Model

- School nutrition staff pack meals into bags or containers to be picked up from designated areas
- Meals are unitized or can be easily picked up
- Packaged meals include silverware, napkins, and seasonings in addition to food items and components
- Can be utilized for all meal types (not just breakfast)
- Grab and go meals can be consumed in the classroom or at home
- POS is taken during meal distribution

Multiple Meals Model

SFAs may provide up to seven days' worth of meals at one time

- SFAs must inform students on how long each menu item can remain in the refrigerator and continue to be safe for consumption
- SFAs should:
 - Use CDC guidance for storing leftovers when planning menus
 - Provide a menu and guidance on cold food handling, and holding and reheating. Menus should ensure that the food will last for seven days or be replaced with a shelf-stable item.
 - Provide instruction for when students should consume meals and when they should be discarded

Multiple Meals Model

Example 1:











- A student attends school in-person on Mon. - Tues., and is distance learning Wed. – Fri.
- All meals served on Mon. – Tues. are eaten in the classroom. POS is taken in the classroom during meal service.
- On Tuesday students take home grab and go meals for Wed. – Fri. POS is taken for grab and go meals during distribution.

Example 2:

- Student is distance learning Mon. – Fri.
- Student, parent, or guardian picks up five days worth of meals on set pick-up day
- POS for all five days is taken on distribution day

Multiple Meals Model

Menu for Grades K-8

Breakfast		
Meal Component	Day 1	Day 2
 Milk ¹	1 Cup Milk	1 Cup Milk
 Fruits	1 Cup Canned Peaches	1 Cup Canned Mixed Fruit
 Grains	1 Bowl Toasted O's Cereal ²	1 Blueberry Muffin ²
 Meats/Meat Alternates	1 Container Vanilla Yogurt	1 Cheese Stick
Lunch		
Meal Component	Day 1	Day 2
 Milk ¹	1 Cup Milk	1 Cup Milk
 Fruits	½ Cup Canned Peaches	½ Cup Canned Mixed Fruit
 Vegetables	¾ Cup Baby Carrots with Veggie Dip	¾ Cup Baby Carrots with Ranch Dip
 Grains	1 Grilled Chicken on Bun ²	1 Turkey and Cheese Wrap ²
 Meats/Meat Alternates	 Reheat chicken to 165 °F before placing on a bun.	

- Menu provided for multiple meals
- Amount of each component is specified
- Reheating instruction is provided for components as needed

Multiple Meals Model



- Multiple meals may include perishable and shelf-stable foods items
- Specify which meals or items should be consumed on certain days

Multiple Meals Model

Food Quality

Distributing 2, 3, or 4 days of meals may present food quality challenges. Below are some tips to consider:



For sandwiches and wraps, package bread separately from sandwich fillings and provide instructions on how parents, guardians, and older children can assemble the sandwiches at mealtime.



For peanut butter and jelly sandwiches, distributing frozen sandwiches may help prevent items from being smashed or damaged during transport. Provide instructions with the meal indicating that sandwiches should be thawed in the refrigerator before eating.



For pre-made salads, package dressings separately from salad greens and provide instructions on how to dress the salad at home.



Avoid stacking meals to prevent damage. Large rolling carts can help transport meals in single layers around the distribution site.

- Preserving **food quality** during distance learning is key!
- Provide instructions for meal transportation, assembly, storage, holding and reheating

Bulk Food Items Model

- SFAs may provide **bulk items** as long as individual meals are easily identifiable as a reimbursable meal
 - A quart of milk provides four 1-cup servings
- SFAs must:
 - Include required food components in the proper minimum amounts for each reimbursable meal being claimed;
 - Ensure that food items are clearly identifiable as making up reimbursable meals; and,
 - Provide menus with directions indicating which items are to be used for each meal and the portion sizes
- SFAs should consider:
 - Whether households have access to needed appliances (e.g., refrigerator, stove, microwave) when providing food that requires refrigeration or further preparation, such as reheating
 - Requiring minimal preparation (e.g., recipes that do not require chopping, mixing, baking)

Bulk Food Items Model

		Grades K-8			Grades 9-12		
		2-day	3-day	4-day	2-day	3-day	4-day
Milk		8 fl oz per serving			8 fl oz per serving		
1 quart of milk = 4 cups (32 fl oz) ½ gallon of milk = 8 cups (64 fl oz)							
Milk (B)	16 fl oz (2 cups)	24 fl oz (3 cups)	32 fl oz (4 cups)	16 fl oz (2 cups)	24 fl oz (3 cups)	32 fl oz (4 cups)	
Milk (L)	16 fl oz (2 cups)	24 fl oz (3 cups)	32 fl oz (4 cups)	16 fl oz (2 cups)	24 fl oz (3 cups)	32 fl oz (4 cups)	
Total Milk	1 qt (32 fl oz)	1.5 qts (48 fl oz)	0.5 gal (64 fl oz)	1 qt (32 fl oz)	1.5 qts (48 fl oz)	0.5 gal (64 fl oz)	
Applesauce (23-oz jar)		Serving amount varies			Serving amount varies		
Applesauce (B)		Breakfast: 1 cup			Breakfast: 1 cup		
	0.79 jar (2 cups)	1.18 jars (3 cups)	1.58 jars (4 cups)	0.79 jar (2 cups)	1.18 jars (3 cups)	1.58 jars (4 cups)	
Applesauce (L)		Lunch: ½ cup			Lunch: 1 cup		
	0.40 jar (1 cup)	0.59 jar (1.5 cups)	0.79 jar (2 cups)	0.79 jar (2 cups)	1.18 jars (3 cups)	1.58 jars (4 cups)	
Total Jars (23-oz jars) of Applesauce	1.19 jars (3 cups)	1.77 jars (4.5 cups)	2.37 jars (6 cups)	1.58 jars (4 cups)	2.36 jars (6 cups)	3.16 jars (8 cups)	

These are common container sizes.

Reminder

Round up when the amount needed is only part of a jar. For example, provide 2 jars if the amount needed is 1.19 jars.



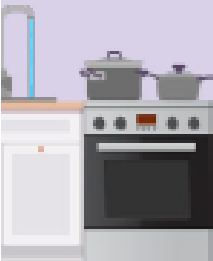

These are common container sizes.

Reminder

Round up when the amount needed is only part of a jar. For example, provide 2 jars if the amount needed is 1.19 jars.

- 1 qt (32 fl oz) provides 8 oz of milk for 2 breakfast and 2 lunch meals
- 1.5 qt (48 fl oz) provides 8 oz of milk for 3 breakfast and 3 lunch meals
*(Round to 2 qt when the amount needed is only part of a quart)

Bulk Food Items Model

Things To Consider When Offering Bulk Food Items	Best Practices
 <p>Parent/Guardian Time and Availability</p>	<p>Offering foods that are pre-prepared and do not require cooking and chopping.</p>
 <p>Age/Developmental Abilities of the Children Served</p>	<p>Offering fruits and vegetables that are washed, cut, and ready to eat.</p>
 <p>Literacy Level of Families</p>	<p>Offering foods that require few preparation instructions before they are served to children. Providing instructions using pictures and in the primary language spoken at home.</p>
 <p>Access to Kitchen Appliances and Cooking Tools</p>	<p>Offering foods that do not require pots, pans, large refrigerators, knives, and other items to prepare them.</p>
 <p>Access to Potable Water</p>	<p>Offering foods that do not require the addition of water, cooking in water, or washing before eating.</p>
 <p>Food Safety Risk</p>	<p>Offering foods that are pre-washed or pre-cooked. Providing food safety instructions using pictures and in the primary language spoken at home.</p>

SFAs must consider food safety, storage and cooking resources for a family to properly storage and serve bulk food items intended for multiple days.

Parent Pick-up Model

- SFAs may allow parents or guardians to pick up meals for a student, without the student being present
- Parents/guardians may pick-up meals at the end of a in-person learning day or another specified pick-up time
- POS is taken when a parent/guardian picks up meals
- SFAs must
 - Have a plan in place to ensure accurate accountability and verify that adults have eligible children
 - Include a process to ensure that meals are distributed only to parents or guardians of eligible children
 - Ensure that duplicate meals are not distributed
- Example: A parent picks up five days worth of meals for their child who is engaged in full-time distance learning. Meals should be accounted for and documented for each of the five days not just the day of pick-up

Home Delivery Model

- SFAs may deliver school meals directly to **students' homes** to support social distancing
- Home delivery can be utilized for families who elected full time distance learning or those electing a hybrid learning model
- Delivery can be completed by mail or delivery service, or hand-delivered by school staff, volunteers, community organizations, or others
- SFAs must:
 - Obtain written consent from households of students (this could be email or other electronic means) that the household wants to receive delivered meals
 - Follow Family Educational Rights Privacy Act (FERPA) and protect the confidentiality of students and their households throughout this process.
 - Have a memorandum of understanding (MOU) with the vendor to protect students' personally identifiable information (PII) if a school is using a private vendor to deliver meals
 - Take POS when each meal is dropped-off at a student's house
- SFAs should:
 - Confirm the household's current contact information and number of eligible students to ensure correct number of meals are delivered

Summary

- There are a number of different models each SFA can utilize to ensure students have access to meals whether students are in-person or distance learning.
- SFAs should customize their meal service to meet student and family needs.





Creative Minds International PCS

Heather Hesslink, Director of Operations and Compliance



Home Delivery Model

During the COVID-19
Public Health Emergency

Heather
Hesslink
July 24, 2020

Program Goals

01

Connect food
resources to
children

02

Develop a
robust and
sustainable
program

03

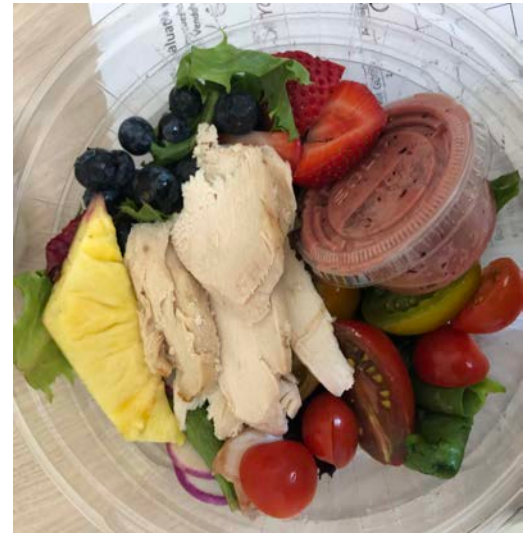
Minimize
COVID-19
exposure risk

04

Reduce
barriers to
participation

Highlights

- First program in DC to adopt a NSLP-home delivery model
- Contactless weekly delivery directly to children's home
- Each meal-kit consists of 7 breakfasts and 7 lunches
- 35,000+ meals served since April 13, 2020



How it came to fruition

OSSE secured flexibilities from USDA

Worked with OSSE's Health & Wellness Team for approval of model, including waivers

Found a partner (Genuine Foods) to secure food resources

Advertised our program to the Creative Minds Community

Families opted in writing*

Began meal deliver directly to students

Logistics



- Update opt-in list and delivery routes weekly
- Meal-kits are shelf-stable to eliminate food safety issues
- Families receive a text prior to delivery
- Delivery is made
- Families receive text confirming delivery

Obstacles and hurdles

Devising an "out-of-box" model and getting stakeholder buy-in

Creating documentation for long-term records retention

Supply chain issues

Weekly fluctuation in participation

Occasional delivery issues

Next steps

01

Devise a model that accommodates service for both 100% virtual and hybrid learning options

02

Adapt our SSO model to home delivery to FARM-eligible students learning 100% remotely

03

Stakeholder buy-in (FARM applications, opt-in writing, etc.)

04

Continue to provide high quality & nutritious meals to students



Questions?

Thank you for your time.

Email
heather.hesslink@creativemindspcs.org



Friendship PCS

Jim Basham, Director of Food and Nutrition Services



Friendship Public
Charter School
GRADES PRE-K3 TO 12

Home Delivered Meals - HDMs

Factors that encouraged us to develop our HDM program included:

- Lower than anticipated participation at some of our GnG pickup sites
- As a Charter School group we recognized that often our students do not live within walking distance of the school they have chosen to attend
- Reduced public transportation availability in DC
- Increased level of safety, by eliminating travel for scholars and parents and creating touchless deliveries





Home Delivered Meals - HDMs

Factors that we considered as we planned our HDM program pilot included:

- The areas where we had the most concentration of multiple student households
- The capacity of our units to not only prepare the meals, but to store them before deliveries
- The actual infrastructure and access drivers would have to accept the meals and return the thermal bags and other materials at the end of each route
- The facilities where meals would be prepared and stored and the capacity to create processes that would be efficient, yet still allow our staff to properly social distance throughout the day

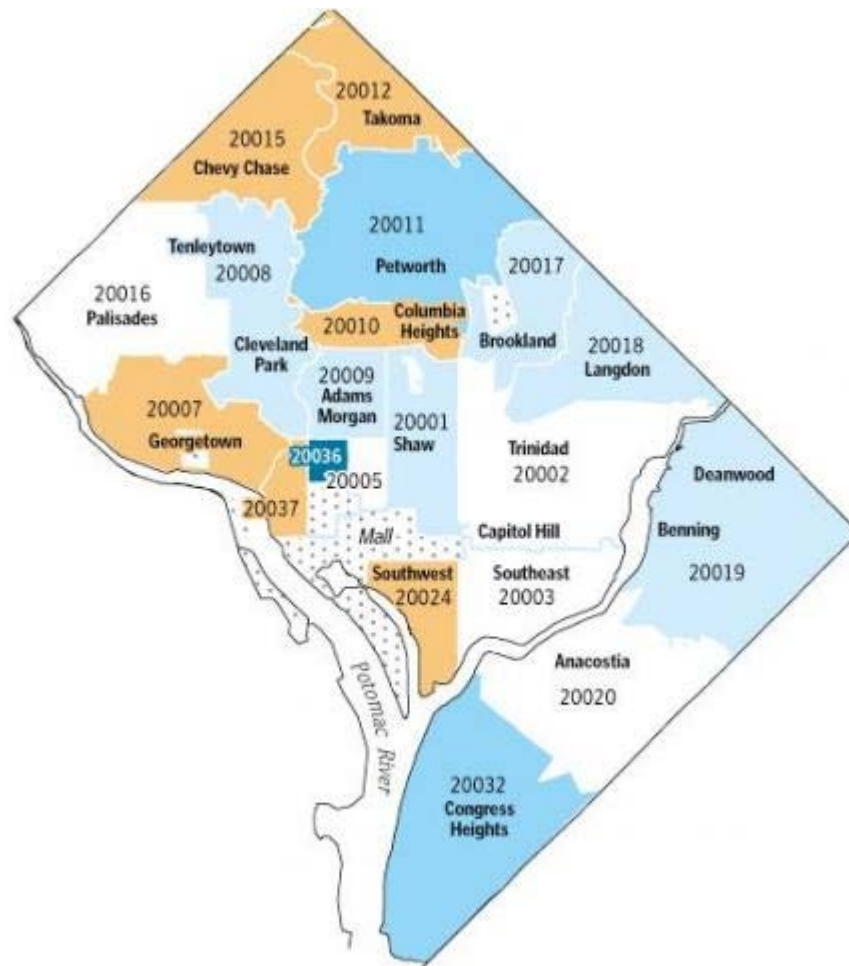




Home Delivered Meals - HDMs

How we chose to initially roll out the pilot and the adjustments we have made along the way

- Initially we felt that we should approach the first few weeks cautiously, so that we could work out the logistics of production and delivery in a safe and measured manner
- We worked with our Student Information Team to identify students who lived in households with multiple participants that were literally in the same zip codes as our two HDM sites





Home Delivered Meals - HDMs

Steps involved in setting up our program:

1. Develop a method for communicating availability of the program, which in our case was direct text and emails and then follow up calls
2. Determine the most efficient way to allow interested parents to enroll their students, provide the necessary information and digitally consent to allowing their personal information to be shared with delivery personnel, which became an “emailable” link to our enrollment page
3. Communicating the information about newly enrolled students/families to the operations team, so we had our IT folks create an enrollment form that would automatically populate a shared spreadsheet
4. Developing processes for packaging and purchasing the necessary thermal bags and carts
5. Identifying how we could get the meals to families, as we do not have vans or trucks in regular service
6. Developing the proper training methods for our staff and delivery personnel



Home Delivered Meals - HDMs

Here are the highlights of how our program is structured:

- We provide breakfast and supper meals to each student enrolled for 7 days/week
- We deliver from 2 sites on a Tuesday-Thursday and Wednesday-Friday schedule
- Tuesday and Wednesday deliveries include meals for the first 3 days a week
- Thursday and Friday deliveries include meals for the other 4 days a week
(we chose this option to ease safe storage challenges)
- Delivery routes are created so that delivery personnel are not out longer than 2 hours at a time and all items are delivered in restaurant quality thermal bags
- Prepackaged items, fruits and milks are packaged together
- “Home-style” meals are normally packaged in 3-compartment containers that are microwavable and all items are cooked to the same degree and cooled before packaging to make reheating as easy as possible and create the best quality meals
- We use delivery route sheets to record the time of deliveries so that we can regularly monitor all activity outside our buildings



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Charter School
GRADES PRE-K3 TO 12

Home Delivered Meals - HDMs

Here are the highlights of how our program is structured (cont.):

- Whenever possible we pack cold items, including thaw and serve items the day before delivery
- Home-style items are cooked and cooled the previous day and packaged the morning of delivery
- We chose our Building maintenance partner to provide trucks and drivers and one of our staff members accompanies the driver on each route and manages the accountability process (this also helps minimize the sharing of personal information)
- Monday is our catch up and planning day
- As we determined we have excess capacity through growing efficiencies we have expanded our outreach and now deliver a number of meals equal to all Grab'n'Go meals distributed through our 6 sites



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GRADES PRE-K3 TO 12

Home Delivered Meals - HDMs

Benefits to families from our HDM Program:

- Parents and students who cannot easily travel to a distribution site are offered greater food security
- Touchless delivery makes the process much safer for everyone, including staff
- Breaking up the 7 days' worth of meals creates less storage challenges

Greatest challenges we faced during implementation:

- Identifying vehicles and drivers
- Keeping up with new enrollments
- Getting in touch with families to confirm the start date for deliveries
- Non-responsive recipients who were in secured buildings or shelters



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GRADES PRE-K3 TO 12

Home Delivered Meals - HDMs

Implications for reopening in late August

- All our 9-12 graders will be distance learning and potentially many other students in lower grades as well
- Many of our younger students may not be able to carry multiple days worth of meals home with them for days they will be distance learning
- As we progress further into the school year weather may be a major deterrent for folks who have been relying on Grab'n'Go
- The new challenges we will be facing include a potential shift in packaging to allow for more complex meal pattern requirements with NSLP

Waivers are in place to allow for HDMs throughout the year, and as long as there is a demand we will continue to execute and potentially expand the program.



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Home Delivered Meals - HDMs





Q&A

Next Steps

Guidance

- [OSSE Healthy and Safety Guidance for Schools](#)
- [OSSE Health and Safety FAQ](#) (*updated July 20, 2020*)
- [OSSE Meal Service Guidance in the 2020-21 School Year](#)

Communication

- National School Lunch Program (NSLP) annual training – July 28 or 30, 2020
- Bi-weekly calls – rotating deep dives
 - August 13: Taking proper accountability
- Beyond the Tray Newsletter
- OSSE Website
- Bi-weekly call series evaluation emailed at the conclusion of today's call

Resources

- [OSSE Bi-Weekly Call Series – Recordings and Presentations](#)
- [Providing Multiple Meals at a Time During the Coronavirus \(COVID-19\) Pandemic](#)
- [Feeding Kids When Schools are Closed Due to Coronavirus](#)
- [Best Practices for Parent Pick-Up of Meals and Snacks](#)

Contact Us

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Thank you