




DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

MEMORANDUM

To: School Food Authorities

From: 
Elizabeth Leach
School Programs Manager

Date: December 10, 2019

Re: New Breakfast Data Submission Requirement

State Agency Memo
NSLP #3-19

The intent of this memo is to inform School Food Authorities (SFAs) participating in the School Breakfast Program (SBP) of the new monthly data submission requirement. SFAs will be required to submit to OSSE the number of breakfast meals served to students in the previous month at each eligibility status (free, reduced-price, and paid), at each SBP participating site. This submission requirement begins in January 2020, will be collected monthly for the months of September through May each year, and will be due by the 15th of each month. These data must be submitted via [eSchoolPLUS](#). Further details are provided in this memo.

Healthy Schools Act Requirements

The Healthy Schools Act of 2010 (HSA),¹ as amended by the Healthy Students Amendment Act of 2018 (HSAA), requires that schools must serve breakfast via alternative breakfast serving models if more than 40 percent of the students at a school qualify for free or reduced-price meals and the school's current breakfast participation is below 75 percent of its average daily attendance. If both of these instances are true, then:

¹ DC Code §§38-821.01 *et seq.* Retrieved from:
<https://code.dccouncil.us/dc/council/code/titles/38/chapters/8A/>

- Elementary schools must offer breakfast in the classroom (BIC) each day.
- Middle schools and high schools must offer alternative breakfast serving models each day.²

An alternative breakfast serving model is a method of serving breakfast, such as BIC or breakfast on grab-and-go carts, in which breakfast is offered in one or more high-student-traffic locations other than the cafeteria. With alternative breakfast serving models, breakfast is also available after the start of the school day or both before and after the start of the school day. The model must be proven to increase student participation in breakfast relative to the traditional serving model of serving breakfast in the cafeteria before the start of the school day. Alternative serving models other than the ones listed here may be used but may require approval by OSSE.

Elementary schools may request a one-year waiver to the BIC requirement. Additional information about applying for the BIC waiver will be available in spring 2020. BIC waiver requests will require each school to include a strategy enabling the school to reach a breakfast participation rate exceeding 75 percent of its average daily attendance.³ Schools that receive a BIC waiver from OSSE but do not demonstrate incremental progress toward meeting the 75 percent participation rate will be required to implement BIC at the start of the next school year.

OSSE will use breakfast data entered by schools via eSchoolPLUS to calculate breakfast participation rates and inform schools of their requirement to offer breakfast via alternative serving models. Additionally, these data will be used to determine progress toward the 75 percent participation rate for elementary schools that receive a BIC waiver.

Data Collection in eSchoolPLUS

The first data collection requires schools to submit monthly breakfast participation data from September through December 2019 and is due on Jan. 15, 2020. Starting in January 2020, monthly data submissions will be due on the 15th of each month for the preceding month's data, for the months of September through May. Data may be updated until the 60th calendar day following the last day of the month for which data are being submitted.

Data shall be submitted by SFA staff with [eSchoolPLUS](#) credentials. The position of the person who submits these data may vary for each SFA.

Detailed information about data submission is available in the [eSchoolPLUS-Breakfast Participation Data User Guide](#). Submissions shall include the number of free meals, the number of reduced-price meals,⁴ and the number of paid meals.

² DC Code §§38-822.03. Retrieved from:

<https://code.dccouncil.us/dc/council/code/titles/38/chapters/8A/subchapters/II/>

³ Ibid.

⁴ Community eligibility provision (CEP) schools shall enter "N/A" for the number of reduced meals.

Support

For technical assistance with using [eSchoolPLUS](#) or to request an [eSchoolPLUS](#) credential for SFA staff, please submit an OSSE Support Tool ticket at <https://octo.quickbase.com/db/bh9ehz85s>. When submitting the ticket, select the following:

- In the “Issue Type” field, select “Breakfast Count Data.”
- In the “Status Sub-Category” field, select “eSchoolPLUS Data.”

For general questions about the Healthy Schools Act, visit <https://osse.dc.gov/service/healthy-schools-act> or contact OSSE.SchoolHealth@dc.gov.

For questions about the school breakfast program, contact your [OSSE school nutrition program specialist](#).