

April Monthly Call



April 7, 2026

Today's Agenda

Administrative Reviews and Procurement Reviews

CEP Population Overview

SSO Overview

SFSP Overview

FSMC Overview

Health Inspections Reminders

Audit Report Submission

Summer EBT Reminders

Memos

Upcoming Trainings and Events

Louisiana Tray of the Week



Administrative Reviews and Procurement Reviews



25-26 SY Administrative Reviews and Procurement Reviews

38 Administrative Review and Procurement Reviews

- CNR 30
- LDOE 8

CNR and LDOE onsite reviews are completed.

CNR contract ends on April 30th, so all CNR reviews will need to be closed by that date.

LDOE is completing follow up reviews for those SFAs determined high risk on their 24-25 SY review between March and May.

SFAs receiving a follow up review have been notified.



For the 25-26 SY there were 38 scheduled Administrative and Procurement Reviews. Both CNR and LDOE onsite reviews are completed. CNR contract ends on April 30th, so all CNR reviews will need to be closed by that date.

LDOE is completing follow up reviews for those SFAs determined high risk on their 24-25 SY review between March and May. SFAs receiving a follow up review have been notified.

25-26 SY Administrative Reviews and Procurement Reviews

- Administrative Review Schedule can be found on the CNP website under School Food Service Resources
- Once the follow up reviews being conducted this school year are completed, SA staff will begin scheduling technical assistance visits for those SFAs being reviewed during the 26-27 SY
- Technical Assistance visits will begin in May and continue into the summer months
- LDOE is planning to conduct approximately 50% of the scheduled AR/PR
- The rest of the scheduled reviews will be conducted by the contractor



If you are unsure of what year you will be receive an Administrative Review, the Administrative Review Schedule can be found on the CNP website under School Food Service Resources.

Once the follow up reviews being conducted this school year are completed, SA staff will begin scheduling technical assistance visits for those SFAs being reviewed during the 26-27 SY.

Technical Assistance visits will begin in May and continue into the summer months.

LDOE is planning to conduct approximately 50% of the scheduled AR/PR for the 26-27 SY.

The rest of the scheduled reviews will be conducted by the contractor.

High Risk Assessment

Performance Standard 1:

- Meal Access and Reimbursement: Eligibility
- Meal Access and Reimbursement: Verification
- Meal Access and Reimbursement: Counting and Claiming

Performance Standard 2:

- Meal Pattern and Nutritional Quality

General Areas:

- School Wellness & Smart Snacks
- Food Safety & Storage
- Hiring and Professional Standards
- General Areas
- Afterschool Snack
- Fresh Fruit & Vegetable Program
- Food Service Management Company
- Seamless Summer Option
- Resource Management

Procurement Review



Upon completion of the Administrative Review, LDOE will perform a risk assessment to determine if the School Food Authority is considered High-Risk. SFAs will receive a administrative review preliminary closure letter and then the SFA will receive a high risk letter if your SFA has been determined as High-Risk in one or more modules. The letter will list what module(s) were determined to be high risk. Analysis of risk will be based on the violations that occurred in the completed Administrative Review and Procurement Review. In order to be deemed high risk in a particular module, you must have a score of 5 or more points in that module.

The Administrative Review is broken down into 13 Modules and the Procurement Review is one module:

Performance Standard 1:

- Meal Access and Reimbursement: Eligibility
- Meal Access and Reimbursement: Verification
- Meal Access and Reimbursement: Counting and Claiming

Performance Standard 2:

- Meal Pattern and Nutritional Quality

General Areas:

- School Wellness & Smart Snacks
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- General Areas
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- Fresh Fruit & Vegetable Program
- Food Service Management Company
- Seamless Summer Option
- Resource Management

Procurement Review

Follow-Up Reviews

- LDOE has been approved for the 5 year review cycle
- It is required for State agencies who have been approved for the 5 year cycle to conduct a targeted follow-up review of any SFA designated as high-risk within 2 years of the initial Administrative Review.
- Only conducted on areas that flagged as high risk
- Conducted within 24 months (or sooner)
- Primarily conducted by LDOE
- Using a hybrid approach on/off-site
 - Case-by-case basis
- Fiscal Action for repeat findings
 - State Agency may consider withholding program payments, in whole or in part, for repeat findings that are not corrected
 - Case-by-case basis
 - Will evaluate the cause(s) of the repeat finding to determine the extent of fiscal action



LDOE has been approved for the 5 year review cycle.

It is required for State agencies who have been approved for the 5 year cycle to conduct a targeted follow-up review of any SFA designated as high-risk within 2 years of the initial Administrative Review.

The follow up reviews will only be conducted on the areas that flagged as high risk. It must be conducted within 24 months (or sooner).

The follow up reviews will be primarily be conducted by LDOE.

We are using a hybrid approach, for the follow up reviews, meaning it may be on and/or off site. It will be on a case by case basis.

For repeat findings, the State Agency has discretion to apply fiscal action. The State Agency may consider withholding program payments, in whole or in part, to any SFA for repeat findings that are not corrected. This will also be on a case by case basis. We will evaluate the cause(s) of the repeat finding to determine the extent of fiscal action.

CEP Population Overview



CEP Deadline Dates

CEP Requirement	Deadline
Data Used to Calculate ISP	As of April 1, 2026
LEA Notification	April 15, 2026
State Agency Notification	April 15, 2026
State Agency Publication	May 1, 2026
Elect CEP for Following SY	June 30, 2026

By **April 15, 2026**: SFAs must confirm the Population Data in eScholar CEP Manager.
All population data will automatically be pulled from the eScholar DirectMatch system.

By **June 30, 2026**: SFAs must make final elections regarding CEP participation for the 2026-2027 school year.



These are the CEP Deadline Dates. It is important to note that all SFAs must confirm the Population Data in eScholar CEP Manager by April 15th. All SFAs must make final elections regarding CEP participation for the 2026-2027 school year between May 12th and June 30th.

Direct Certification Matching Requirements

All LEAs operating CEP are required to conduct a data match at least once annually (recommended monthly)

- Take advantage of ISP increases
- Observe demographic trends

IMPORTANT: Manual matches made in your food service software after downloading match file from eScholar DOES NOT TRANSFER to EScholar.

All matches should be made in eScholar!



All LEAs operating CEP are required to conduct a data match at least once annually (it is recommended to be conducted monthly). This will allow the SFA to Take advantage of ISP increase as well as to observe demographic trends.

The Identified Student Percentage (ISP) must be established based on data as of April 1 of the school year prior to CEP election.

An important reminder, manual matches made in your food service software after downloading match file from eScholar DOES NOT TRANSFER to EScholar.

All matches should be made in eScholar.

Work Together to Make CEP a Success

CNP staff and data managers must work together to ensure all enrolled children and identified students are up to date.

- Re-submit current students to Uniq-ID for ID assignment and claim the Master record. DirectMatch uses the Master records in Uniq-ID to match against SNAP/TANF/Medicaid
 - The History records in Uniq-ID are not used in DirectMatch
- Run DirectMatch for both SNAP/TANF/Medicaid
 - Resolve all near matches
- Resolve all Address matches
- Ensure all D-SNAP children have been added to eScholar
- Ensure all DC extensions completed in food service software are actually entered into eScholar through manual authorization

For more information, please contact anantha.lakkakula@la.gov



For CEP Manager to be successful, CNP staff and data managers must work together to ensure all enrolled children and identified students are up to date.

- Re-submit current students to Uniq-ID for ID assignment and claim the Master record. DirectMatch uses the Master records in Uniq-ID to match against SNAP/TANF/Medicaid.
 - The History records in Uniq-ID are not used in DirectMatch
- Run DirectMatch for both SNAP/TANF/Medicaid
 - Resolve all near matches
- Resolve all Address matches
- Ensure all D-SNAP children have been added to eScholar
- Ensure all DC extensions completed in food service software are actually entered into eScholar through manual authorization.

If you have any additional questions or for more information, please contact anantha.lakkakula@la.gov

eScholar

- Refer to the eScholar [DirectMatch training for End Users](#) for an overview of the DirectMatch system
- All Identified Students must be reported in eScholar DirectMatch to automatically feed into the CEP Manager system
- Enrollment and Identified students should be up-to-date for April 1 in eScholar. It is important that SFAs have an idea that the data will be accurate on April 1st. The CEP Manager is open, so you can begin reviewing the data for your schools. However, it is important to remember that data will need to be refreshed after April 1st prior to submission.
- SFAs are responsible for ensuring that all schools are listed as well as the accuracy of the total enrollment and Identified Students Percentage (ISP).



Refer to the eScholar [DirectMatch training for End Users](#) for an overview of the DirectMatch system.

All Identified Students must be reported in eScholar DirectMatch to automatically feed into the CEP Manager system.

Enrollment and Identified students should be up-to-date for April 1 in eScholar. It is important that SFAs have an idea that the data will be accurate on April 1. CEP Manager is open to begin reviewing data. However, it is important to remember that data will need to be refreshed after April 1st prior to submission.

SFAs are responsible for ensuring that all schools are listed as well as the accuracy of the total enrollment and Identified Students Percentage (ISP).

Population Data Form

- All SFAs (even those not applying for CEP), with the exception of traditional RCCIs, must submit the population data form in eScholar **no later than April 15th** each year
- All population data will automatically be pulled from the eScholar system
- SFAs will only have to confirm the data is correct and that all operating school sites are included



All SFAs (even those not applying for CEP), with the exception of traditional RCCIs, must submit the population data form in eScholar to the state agency at the site level no later than April 15th each year.

All population data will automatically be pulled from the eScholar system.

SFAs will only have to confirm the data is correct and that all operating school sites are included.

Final Thoughts: CEP Population

- **Before April 1:**
 - CEP Manager opened mid March for SFAs
 - Refresh the data to view
 - Reach out about any discrepancies in site list
 - Reach out about any 0/0 sites
 - Any data population data submitted before April 1 will be returned to SFA
- **After April 1:**
 - LDOE will accept Population data submissions starting April 1st
 - DC files for March will be uploaded as soon as they are received, wait until all files are uploaded to insure every possible identified student is included.



Before April 1:

- CEP Manager opened mid-March for SFAs
- Refresh the data to view
- Reach out about any discrepancies in site list
- Reach out about any 0/0 sites
- Any data population data submitted before April 1 will be returned to SFA

After April 1:

- LDOE will accept Population data submissions starting April 1st
- DC files for March will be uploaded as soon as they are received, wait until all files are uploaded to insure every possible identified student is included.

CEP Contacts

For CEP questions and concerns, please contact:

Mary “Katie” Moses

Mary.Moses@la.gov

(225) 342-3704

Kylee Champagne

Kylee.Champagne@la.gov

(225) 342-4813

ChildNutritionPrograms@LA.GOV

(225) 342-9661



For more questions and concerns, please contact:

Mary “Katie” Moses Mary.Moses@la.gov (225) 342-3704

Kylee Champagne Kylee.Champagne@la.gov (225) 342-4813

General DNS email ChildNutritionPrograms@LA.GOV or phone (225) 342-9661

Seamless Summer Option (SSO) Overview



The SSO Waiver Application Process

- Submitted annually by the SFA through the online CNP website
- The application is available under the green “School Food Service” tab under the subheading “Seamless Waiver”.
- One application is to be completed (and submitted for approval) for each SSO participating site.
 - There is no sponsor-level application with the SSO
- When possible, all facility applications should be submitted together in one single application submission.
- SSO due dates should be aligned with SFSP due dates
 - If possible, please submit by mid-April
 - If plans are not finalized by then, please submit as soon as possible



The SSO waiver application is submitted annually through the CNP website. The application is under the green School Food Service tab under the subheading Seamless Waiver. One application is completed for each participating site. There is no sponsor level application. If possible, all facility applications should be submitted together in one single submission. SSO due dates should be aligned with SFSP due dates. If possible, please submit by mid-April. If plans are not finalized by then, please submit as soon as possible.

The Calendar for SSO

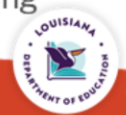
- The SSO follows the same calendar year as the NSLP/SBP academic school year (July 1st through June 30th)
- Therefore, if a sponsor intends to offer the SSO beyond June 30th, a new application must be submitted for each site planning to operate in the month of July (since this reflects a new school year)
- Sponsors operating the SSO beyond June 30th must submit two sets of SSO applications in order to receive approval for both program years when operations occur



The SSO follows the academic school year which is July 1st - June 30th. Therefore, if the sponsor will operate SSO beyond June 30th, the sponsor will need to submit a new SSO application for sites operating in July. You must submit two SSO applications in order to be approved to operate SSO in both program years (June and July).

SSO Administrative Reviews

- Participating sponsors must receive a SSO review from the state agency no less than once every 5 years
- Reviews of the SSO occur when the SSO is in operation (during the summer months)
- During the onsite portion of the review, SA staff will observe meal service at one (or more) sites
- USDA requires that SSO sponsors receive their SSO review in either the summer immediately preceding or the summer immediately following their scheduled SFS Administrative Review (AR)



State agencies must conduct administrative reviews of all school food authorities participating the Seamless Summer Option at least once during a 5-year review cycle. Reviews of the SSO occur when the SSO is in operation (during the summer months). During the onsite portion of the review, SA staff will observe meal service at one (or more) sites.

USDA Food and Nutrition Services (FNS) requires that SSO sponsors receive their SSO review in either the summer immediately preceding or the summer immediately following their scheduled SFS Administrative Review (AR).

Seamless Summer Option (SSO) Training

Slides and Recording are posted on LA Fit Kids website
<https://www.louisianafitkids.com/Home/TrainingSlides/>



If you are planning to operate the Seamless Summer Option and did not attend the training in February, the slides and recording have been posted to LA Fit Kids website.
<https://www.louisianafitkids.com/Home/TrainingSlides/>

Summer Food Service Program (SFSP) Overview



SFSP State Agency Approval: Congregate and Non-Congregate Meal Service

- All sites **must** be approved prior to the start of operations.
- If SFAs are approved for **congregate** meal service, meals must be consumed on-site. Meals served away from approved locations, without prior State Agency approval, will be disallowed. If children take meals off-site, meals cannot be claimed.
- SFAs must have approved **non-congregate** feeding sites established and approved within the CNP system before non-congregate meal service begins.



For SFSP, there are several things that require state agency approval.

- All sites must be approved prior to the start of operations.
- If SFAs are approved for congregate meal service, meals must be consumed on-site. Meals served away from approved locations, without prior State Agency approval, will be disallowed. If children take meals off-site, meals cannot be claimed.
- SFAs must have approved non-congregate feeding sites established and approved within the CNP system before non-congregate meal service begins.

2026 SFSP Deadline Dates

Sponsor Type	New Sponsor Checklist (Pre-Application Process)	Summer Feeding Plan Survey	Sponsor and Congregate Site Applications	Non-Congregate Site Requests	Final Non-Congregate and Other Site Applications Due
School Food Authorities	N/A	March 16th	March 30th	April 13th	May 18 AND >14 days before operations*
Local/State Govt.	N/A	March 16th	April 13th	April 27th	May 18 AND > 14 days before operations*
Indian Tribal Organizations (ITO)	N/A	March 16th	April 13th	April 27th	May 18 AND > 14 days before operations*
Private Non-Profit Organizations (PNP)	N/A	March 16th	April 27th	May 4th	May 18 AND > 14 days before operations*
Prospective New Sponsors	March 23rd	N/A	April 27th	N/A	May 18 AND > 14 days before operations*

Refer to Memo SFSP-26-02 2026 SFSP Deadline Dates for more information

For SFSP questions, please contact
 Toya Porter
 (225) 342-3997
Toya.Porter3@LA.GOV



The 2026 SFSP deadlines are listed on this chart and can be found on Memo SFSP-26-02.

The SFA Summer Feeding Plan Survey was due by March 16th on the CNP website.

For SFAs, the Sponsor and Congregate Site Applications were due by March 30th.

For SFAs, the Non-Congregate Site Requests are due by April 13th.

For SFAs, the Final Non-Congregate and Other Site Applications are Due by May 18th AND >14 days before operations.

Refer to Memo SFSP-26-02 2026 SFSP Deadline Dates for more information

For questions, please contact Toya Porter

(225) 342-3997

Toya.Porter3@LA.GOV

Summer Food Service Program (SFSP) Training

Slides and Recording are posted on LA Fit Kids website
<https://www.louisianafitkids.com/Home/TrainingSlides/>



If an SFA is interested in operating the traditional SFSP (congregate and/or non-congregate), you should have attended one of the training sessions listed for more detailed information about the requirements of the summer feeding program. The slides have been posted to LA Fit Kids website
<https://www.louisianafitkids.com/Home/TrainingSlides/>

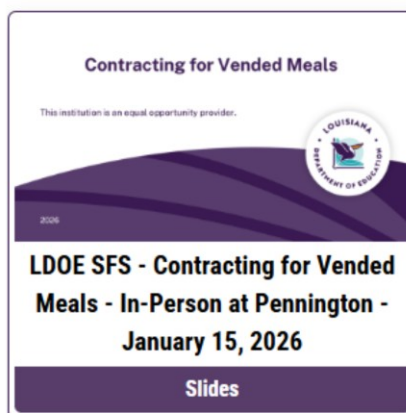
FSMC Overview



FSMC Trainings

Slides are posted on LA Fit Kids website

<https://www.louisianafitkids.com/Home/TrainingSlides/>



If you are an SFA that uses a Food Service Management Company, the slides from the Contracting with a Food Service Management Company training and Contracting for Vended Meals training are posted on LA Fit Kids website

<https://www.louisianafitkids.com/Home/TrainingSlides/>

Please refer back to those training slides as you are completing the FSMC requirements for the 26-27 SY.

FSMC Documents

FSMC Contract 2026-27

FSMC Instructions for Completing RFP 2026-27

FSMC Agreement to Amend-Attestation Food Service Management Contract 2026-27

Vended Meal Instructions for Completing IFB 2026-27

Vended Meal IFB-Contract 2026-27

Vended Meal Instructions for Completing RFQ 2026-27

Vended Meal RFQ-Contract 2026-27

Vended Meal Instructions for Completing RFP 2026-27

Vended Meal RFP-Contract 2026-27

Agreement to Amend-Attestation Vended Meal Contract 2026-27

SFA-Municipal Joint Agreement Revised SY2026-27

SFA-SFA Joint Agreement Revised SY 2026-27



If you are an SFA that uses a Food Service Management Company, the following FSMC Documents for 2026-2027 SY have been added to the CNP website.

FSMC Hard Submission Deadlines

Step 1 documents must be submitted to the state agency by **March 31st** of the current school year for the upcoming school year.

Step 2 documents must be submitted to the state agency by **May 31st** of the current school year for the upcoming school year.

Step 3 documents must be submitted **within 10 calendar days** of the SFA notifying the FSMC of the award.

Agreement Amendments must be submitted to the state agency by **April 30th** of the current school year for the upcoming school year.



Just a reminder. There are now hard submission deadlines all SFAs must follow for FSMC.

Step 1 documents must be submitted to the State Agency by March 31st of the current school year for the upcoming school year. SFAs should plan accordingly to ensure submissions are added to board agendas in time to meet the Step 1 deadline, if board approval is required prior to soliciting RFPs for food service management.

Step 2 documents must be submitted to the State Agency by May 31st of the current school year for the upcoming school year. SFAs should keep this in mind when planning proposal openings. Further, keep in mind the amount of time it takes the committee to properly evaluate proposals. Considering all of these factors will allow the SFA to work out an accurate and realistic timeline to meet the new deadlines.

Step 3 documents must be submitted within 10 days of award notification. As soon as the SFA receives Step 2 approval and notifies the FSMC of the award, the FSMC has ten calendar days to submit the Certificate of Insurance and the Performance Bond. Performance bonds are only required if the procurement exceeds \$350,000.

All Agreement Amendments must be submitted to the State Agency by April 30th of the current school year for the upcoming school year.

Health Inspections



Let's go over some reminders about health inspections.

Health Inspections Reminders

- School Food Authority (SFA) to request two food safety inspections from their local sanitarian office and document their efforts
- Fail to obtain the two mandatory food safety inspections, LDOE will request documentation from those sponsors to show that they have made every effort to comply with the federal requirements
- SFAs should document their requests in writing for proper documentation of their efforts to obtain the inspections



It is the responsibility of the School Food Authority (SFA) to request two food safety inspections from their local sanitarian office and document their efforts.

For those agencies that fail to obtain the two mandatory food safety inspections, LDOE will request documentation from those sponsors to show that they have made every effort to comply with the federal requirements.

SFAs should document their requests in writing for proper documentation of their efforts to obtain the inspections.

Health Inspection Requested but not Conducted

Action	Site Name	Site Code	City
	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="+"/>	ZZZ Elementary School	ZZZZ	Baton Rouge
<input type="button" value="+"/>	ZZZ Site #2	ZZZZ1	Lafayette

Do you know the date of the inspection?

No ▾

OK Cancel

Add Site Health Inspection

Add Site Health Inspection

Reason for not inspecting: ▾

-
- Site Closed
- Site shares a cafeteria with another site.
- Site did not serve meals
- Inspection requested but not conducted (letter/date on file)



What happens if the health inspection was requested but not conducted?

You can still enter it into the CNP website.

You would select the school site just like you are adding an inspection.

Choose “No” when asked if you know the date of the inspection.

For the reason for not inspecting, you will select the option “Inspection requested but not conducted (letter/date on file)”

Once saved, it will show that you have it entered this information in for the school site and the system should allow you to submit your claims.

If/When you receive the actual inspection for the school site, you can log back in and edit the inspections for that school site.

Health Inspections Reminders

March Claim for Reimbursement - a reminder will appear prior to submitting the claim asking if there are any current year health inspections that need reporting in the CNP website. A response must be provided.

April Claim for Reimbursement - Sponsor users will not be allowed to submit claims beginning in April until health inspection reporting has been done for each NSLP-approved site.



March Claim for Reimbursement - a reminder will appear prior to submitting the claim asking if there are any current year health inspections that need reporting in the CNP website. A response must be provided.

April Claim for Reimbursement - Sponsor users will not be allowed to submit claims beginning in April until health inspection reporting has been done for each NSLP-approved site.

Audit Report Submission



Audit Report Submission Through LDOE Portal

- In May 2022, the State Superintendent of Education signed a memo directing all subrecipients of LDOE funding to submit audit reports through the LDOE electronic audit submission portal.
- Some sponsors did not receive the memo and did not know to submit audit reports through the LDOE electronic audit submission portal, in addition to submitting through the Louisiana Legislative Auditor's website.
- Some of the private and parochial sponsors are exempt from submitting to the Louisiana Legislative Auditor's office. However, the exemption mentioned in L.R.S. 24:513(A)(1)(b)(iv) does not exempt the private and parochial sponsors from submitting audit reports through the LDOE electronic audit submission portal.
- LDOE, as a recipient of federal funding, must conduct oversight over every subrecipient of said funding. This includes oversight of compliance with federal audit requirements. Therefore, those exempt from submitting audit reports to the Legislative Auditor's office are still obligated to submit through the LDOE electronic audit submission portal, to comply with state oversight requirements.
- This will be discussed in more detail at the State Update on April 22nd
- Questions related to the portal should be submitted to: Director of Internal Audit Dudley.Garidel@LA.GOV or (225) 342 -3706



In May 2022, the State Superintendent of Education signed a memo directing all subrecipients of LDOE funding to submit audit reports through the LDOE electronic audit submission portal.

It has come to light some sponsors did not receive the memo and did not know to submit audit reports through the LDOE electronic audit submission portal, in addition to submitting through the Louisiana Legislative Auditor's website.

It has also come to light some of the private and parochial sponsors are exempt from submitting to the Louisiana Legislative Auditor's office. However, the exemption mentioned in L.R.S. 24:513(A)(1)(b)(iv) does not exempt the private and parochial sponsors from submitting audit reports through the LDOE electronic audit submission portal.

LDOE, as a recipient of federal funding, must conduct oversight over every subrecipient of said funding. This includes oversight of compliance with federal audit requirements. Therefore, those exempt from submitting audit reports to the Legislative Auditor's office are still obligated to submit through the LDOE electronic audit submission portal, to comply with state oversight requirements.

This will be discussed in more detail at the State Update on April 22nd.

Questions related to the portal should be submitted to: Director of Internal Audit Dudley.Garidel@LA.GOV or (225) 342 -3706

Summer EBT



Summer EBT

- Louisiana Department of Health (LDH) has developed a new Data Sharing Agreement (DSA) for the 2026 Summer EBT (SUN Bucks) program.
- Superintendents should have received this DSA directly from the LDH P-EBT Support email address (LDH.PEBTSupport@la.gov) on Thursday, March 5.
- The purpose of this agreement is to securely share student eligibility data for free and reduced-price meals or other qualifying criteria, as required to determine SUN Bucks eligibility.
- All shared information will be handled in strict compliance with applicable federal and state privacy laws and used solely for the administration of this program.
- LEAs can return the signed agreements using either DocuSign or a wet signature.
- LDH has currently suspended data manager access to the Summer EBT portal for data uploads.
- Access will be reinstated only after the corresponding Data Sharing Agreement is fully executed by the LEA.

Please contact LDH.PEBTSupport@la.gov with questions.



As a reminder, LDOE DNS is not the lead agency for Summer EBT. Summer EBT is handled through LDH.

LEAs should be aware that the Louisiana Department of Health (LDH) has developed a new Data Sharing Agreement (DSA) for the 2026 Summer EBT (SUN Bucks) program. Superintendents should have received this Data Sharing Agreement directly from the LDH P-EBT Support email address (LDH.PEBTSupport@la.gov) on Thursday, March 5. The purpose of this agreement is to securely share student eligibility data for free and reduced-price meals or other qualifying criteria, as required to determine SUN Bucks eligibility.

All shared information will be handled in strict compliance with applicable federal and state privacy laws and used solely for the administration of this program.

LEAs can return the signed agreements using either DocuSign or a wet signature.

Please note, LDH has currently suspended data manager access to the Summer EBT portal for data uploads.

Access will be reinstated only after the corresponding Data Sharing Agreement is fully executed by the LEA.

Please contact LDH.PEBTSupport@la.gov with questions.

Memos



Memos

- SFS-26-029 April 2026 Training Schedule
- SFS-26-030 February SNAP and TANF loaded to eScholar DirectMatch
- SFS-26-031 February Medicaid Free Lunch and Medicaid Reduced Lunch
- SFS-26-032 Audit Report Submission Portal
- SFS-26-033 Summer Food Service Program (SFSP) Returning Sponsor Training Clarification
- SFS-26-034 Summer Food Service Program Survey Due Date - REMINDER
- SP-04-2026 Community Eligibility Provision - Election Deadline and Annual Notification and Public Requirements
- SFS-26-036 2026 SFSP Applications -- NOW OPEN
- SP05-2026 2026 Appropriations Act - Effect on Child Nutrition Programs



SFS-26-029 April 2026 Training Schedule

CNP Monthly Call

- Tuesday, April 7, 2026 at 1:00 PM

State Update- Administrative Review and Procurement Review

- Wednesday, April 22, 2026 at 8:00 AM
- Pennington Biomedical Research Center

Please register for each on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>

All training recordings and slides are posted within a week after the live presentation at <https://www.louisianafitkids.com/Home/TrainingSlides>



Memo SFS-26-029 April 2026 Training Schedule

Today is the CNP Monthly Call Tuesday, April 7, 2026 at 1:00 PM.

State Update- Administrative Review and Procurement Review training will be on Wednesday, April 22, 2026 at 8:00 AM. This is an in person training at Pennington Biomedical Research Center.

Please register for each on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>

All training recordings and slides are posted within a week after the live presentation at <https://www.louisianafitkids.com/Home/TrainingSlides>

SFS-26-030 February SNAP and TANF loaded to eScholar DirectMatch

February SNAP and TANF data have been loaded to eScholar DirectMatch. The LDOE has run the statewide SNAP and TANF matches for all school districts (public and non-public).

Districts should resolve the near matches in the batches below:

Public School Districts:

- SNAP batch # 13183
- TANF batch # 13182

Non-Public Schools:

- SNAP batch # 13187
- TANF batch # 13184

For assistance, please email Wanggan.Yang@la.gov



Memo SFS-26-030 February SNAP and TANF loaded to eScholar DirectMatch

Please be aware that the February SNAP and TANF data have been loaded to eScholar DirectMatch. The LDOE has run the statewide SNAP and TANF matches for all school districts (public and non-public).

Districts should resolve the near matches in the batches below:

Public School Districts:

- SNAP batch # 13183
- TANF batch # 13182

Non-Public Schools:

- SNAP batch # 13187
- TANF batch # 13184

For assistance, please email Wanggan.Yang@la.gov

SFS-26-031 February Medicaid Free Lunch and Medicaid Reduced Lunch

February Medicaid Free Lunch and Medicaid Reduced Lunch data have been loaded to eScholar DirectMatch.

The LDOE ran the statewide Medicaid Free Lunch and Medicaid Reduced Lunch matches for all school districts (public and non-public).

Districts should resolve the near matches in the batches below:

Public School Districts:

- Medicaid Free Lunch # 13185
- Medicaid Reduced Lunch # 13186
- Medicaid All # 13203

Non-Public Schools:

- Medicaid Free Lunch # 13188
- Medicaid Reduced Lunch # 13189

For assistance, please email Wanggan.Yang@la.gov



Memo SFS-26-031 February Medicaid Free Lunch and Medicaid Reduced Lunch

Please be aware that the February Medicaid Free Lunch and Medicaid Reduced Lunch data have been loaded to eScholar DirectMatch. The LDOE ran the statewide Medicaid Free Lunch and Medicaid Reduced Lunch matches for all school districts (public and non-public).

Districts should resolve the near matches in the batches below:

Public School Districts:

- Medicaid Free Lunch # 13185
- Medicaid Reduced Lunch # 13186
- Medicaid All # 13203

Non-Public Schools:

- Medicaid Free Lunch # 13188
- Medicaid Reduced Lunch # 13189

For assistance, please email Wanggan.Yang@la.gov

SFS-26-032 Audit Report Submission Portal

The LDOE Division of Nutrition Support would like to remind School Food Authorities of the requirements for submitting annual audit reports to LDOE.

Please refer to the memo from May 23, 2022 included in this memo regarding the LDOE Audit Report Portal.

This topic will be discussed and SFAs will be trained on the matter at the upcoming State Update on April 22, 2026.

Questions related to the portal should be submitted to:

Director of Internal Audit

Dudley.Garidel@LA.GOV

(225) 342 -3706



Memo SFS-26-032 Audit Report Submission Portal

The LDOE Division of Nutrition Support would like to remind School Food Authorities of the requirements for submitting annual audit reports to LDOE.

Please refer to the memo from May 23, 2022 included in this memo regarding the LDOE Audit Report Portal.

This topic will be discussed and SFAs will be trained on the matter at the upcoming State Update on April 22, 2026.

Questions related to the portal should be submitted to Dudley Garidel, Director of Internal Audit, by email at Dudley.Garidel@LA.GOV or phone at (225) 342 -3706.

SFS-26-033 Summer Food Service Program (SFSP) Returning Sponsor Training Clarification

Clarifies several topics and provides important reminders for the 2026 SFSP

- Training Slides
 - Available on LA Fit Kids website
- KidKare
 - Use of Kid Kare is a requirement for all SFSP sponsors
 - School systems have the option to continue to use the current NSLP/SBP software programs
- Paper Hash-Mark Sheets
 - Are to be used only during the certain circumstances
- Non-Congregate information
- Non-Congregate Resources



Memo SFS-26-033 Summer Food Service Program (SFSP) Returning Sponsor Training Clarification

This memo clarifies several topics and provides important reminders for the 2026 SFSP Training Slides from the SFSP trainings are available on LA Fit Kids website. The use of Kid Kare is a requirement for all SFSP sponsors. School systems do have the option to continue to use the current NSLP/SBP software programs. Paper Hash-Mark Sheets are to be used only during the certain circumstances. It includes information about Non-Congregate meals. It also includes Non-Congregate Resources.

SFS-26-034 Summer Food Service Program Survey Due Date - REMINDER

Please submit the completed survey no later than Monday, March 16th

The purpose of this survey is to ensure that the State agency is informed of essential information for use in program outreach and administration of the USDA Summer Child Nutrition Programs

The State agency expects that the projected information entered into the survey for summer program participation may change prior to submission of the SFSP Online Application



Memo SFS-26-034 Summer Food Service Program Survey Due Date - REMINDER

This memo was a reminder for SFAs to please submit the completed survey no later than Monday, March 16th.

The purpose of this survey is to ensure that the State agency is informed of essential information for use in program outreach and administration of the USDA Summer Child Nutrition Programs.

The State agency expects that the projected information entered into the survey for summer program participation may change prior to submission of the SFSP Online Application.

SP-04-2026 Community Eligibility Provision - Election Deadline and Annual Notification and Public Requirements

Reminder to State agencies and local educational agencies (LEAs) that the statutory deadline for LEAs to elect the Community Eligibility Provision (CEP) for the following school year is June 30th

Annual CEP notification and publication requirements:

- State agencies to notify LEAs of districtwide eligibility for CEP by April 15th
- LEAs to submit school-level eligibility data to the state agency by April 15th
- State agencies to publish lists of eligible and near-eligible LEAs and schools on their state agency website by May 1st



Memo SP-04-2026 Community Eligibility Provision - Election Deadline and Annual Notification and Public Requirements

This USDA memo is a reminder to State agencies and local educational agencies (LEAs) that the statutory deadline for LEAs to elect the Community Eligibility Provision (CEP) for the following school year is June 30th.

This memo also provides a reminder of the annual CEP notification and publication requirements.

Regulations at 7 CFR 245.9(f)(6) require state agencies to notify LEAs of districtwide eligibility for CEP by April 15th of each school year.

Regulations at 7 CFR 245.9(f)(5) require LEAs to submit school-level eligibility data to the state agency by April 15th of each school year.

Regulations at 7 CFR 245.9(f)(7) require state agencies to publish lists of eligible and near-eligible LEAs and schools on their state agency website by May 1st of each school year.

SFS-26-036 2026 SFSP Applications - NOW OPEN

This memo is to announce that the 2026 Summer Food Service Program (SFSP) Online Application is now OPEN for SFSP Sponsors

Please review the timeline within the memo to ensure that the application is submitted by the deadline

Important Reminder: State agency approval of the SFSP Online Application is required prior to operation of the SFSP Program.

Meals served on dates prior to State agency approval of the SFSP Online Application are not reimbursable



Memo SFS-26-036 2026 SFSP Applications - NOW OPEN

This memo is to announce that the 2026 Summer Food Service Program (SFSP) Online Application is now OPEN for SFSP Sponsors.

Please review the timeline within the memo to ensure that the application is submitted by the deadline.

Important Reminder: State agency approval of the SFSP Online Application is required prior to operation of the SFSP Program. Meals served on dates prior to State agency approval of the SFSP Online Application are not reimbursable.

SP05-2026 2026 Appropriations Act - Effect on Child Nutrition Programs

2026 Appropriations Act, enacted on November 12, 2025.

Crediting of Vegetables at Breakfast

- Credit any vegetable offered in place of fruit without including vegetables from other subgroups in the weekly menus
- Effective for the remainder of SY 2025-2026 and for SY 2026-2027

Prohibition on the Use of Chicken and Seafood from China

- Program funds may not be used to procure raw or processed poultry or seafood products imported into the United States from the People's Republic of China
- Remains effective through September 30, 2026

Compliance with Paid Lunch Equity (PLE) Requirements

- SFAs that had a negative balance in the NSFS account as of June 30, 2025 (required)
- SFA with a positive or zero balance in its NSFS account as of June 30, 2025 (exempt)
- USDA will provide additional guidance for SFAs that are required to comply with the PLE provision during SY 2026-2027

Food Safety Inspection Reports

- At least twice during the school year, schools must obtain a food safety inspection
- State agency report to FNS



Memo SP05-2026 2026 Appropriations Act - Effect on Child Nutrition Programs

This USDA memo provides notice to Child Nutrition Program (CNP) operators regarding the 2026 Appropriations Act that was enacted on November 12, 2025.

The 2026 Appropriations Action allows SFAs participating in the School Breakfast Program to credit any vegetable offered in place of fruit without including vegetables from other subgroups in the weekly menus. This provision is effective for the remainder of school year (SY) 2025-2026 and for SY 2026-2027 and restricts USDA from enforcing vegetable variety requirements at breakfast when this flexibility is used. SFAs are not required to make any breakfast menu changes. USDA continues to encourage Program operators to include a variety of vegetables at breakfast when using this optional menu planning flexibility to expose children to the nutrients that come from a variety of vegetables.

This act also states that Program funds may not be used to procure raw or processed poultry or seafood products imported into the United States from the People's Republic of China. This prohibition applies to all CNPs and remains effective through September 30, 2026.

The 2026 Appropriations Act, for SY 2026-2027, only SFAs that had a negative balance in the nonprofit school food service account as of June 30, 2025, shall be required to establish a price for paid lunches according to the PLE provisions. This means that any SFA with a positive or zero balance in its nonprofit school food service account as of June 30, 2025, is exempt from PLE pricing requirements for SY 2026-2027. USDA will provide additional guidance for SFAs that are required to comply with the paid lunch equity provision during SY 2026-2027.

The act requires State agencies to report the number of annual food safety inspections obtained by schools under their jurisdiction to FNS for SY 2025-2026. At least twice during the school year, schools must obtain a food safety inspection conducted by a State or local governmental agency responsible for the inspections.

Trainings and Events



Upcoming LDOE Trainings

April

Monthly Call - April 7th

State Update - April 22nd (in person)

- Will focus on Administrative Review and Procurement Review

Register on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>

May

Monthly Call - May 5th

CEP Elections - May 12th



Let's go over some upcoming LDOE trainings.

Today, April 7th is our monthly call. We understand this may fall on some SFAs Easter/Spring Break. As a reminder the recording and slides will be posted to the LA Fit Kids website.

On April 22nd will be our next in person State Update. We plan to focus heavily on the Administrative Review and Procurement Review for this State Update. Please register by April 17th.

May 5th will be our May Monthly Call.

May 12th will be the CEP Elections training.

Register on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>

Farm to School Procurement & Geographic Preference Training

Training included strategies for incorporating local food purchases and highlighted the expansion of the geographic preference option as well as how to define local, how to write specifications, and where to find local food for purchase.



Slides are posted on LA Fit Kids website

<https://www.louisianafitkids.com/Home/TrainingSlides/>



If you were not able to attend the Seeds to Success: Louisiana Farm to School Procurement & Geographic Preference Training on Wednesday, March 25th the slides have been posted to LA Fit Kids website.

The training included strategies for incorporating local food purchases and highlighted the expansion of the geographic preference option as well as how to define local, how to write specifications, and where to find local food for purchase.

Slides are posted on LA Fit Kids website

<https://www.louisianafitkids.com/Home/TrainingSlides/>

Virtual Manager Training

June 22-24, 2026

8:00 am – 4:30 pm (June 22 & 23, 2026)

8:30 am – 12:00 pm (June 24, 2026)

1:30 pm – 4:00 pm (June 24, 2026 – Assessment)



To register for this training, the following criteria must be met:

- Participants must have their own email address.
- Participants must have a computer and reliable internet service at the training location. The computer must have both audio and video capability so that participants will be able to see, hear and participate in the training.
- The Assessment will be computerized. Participants are required to be proctored by the CNP director or designee. SFAs may wish to host the assessment in a computer lab onsite.

Register on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>



51

Virtual manager training will be held June 22nd-24th.

8:00 am – 4:30 pm (June 22 & 23, 2026)

8:30 am – 12:00 pm (June 24, 2026)

1:30 pm – 4:00 pm (June 24, 2026 – Assessment)

To register for this training, the following criteria must be met:

- Participants must have their own email address.
- Participants must have a computer and reliable internet service at the training location. The computer must have both audio and video capability so that participants will be able to see, hear and participate in the training.
- The Assessment will be computerized. Participants are required to be proctored by the CNP director or designee. SFAs may wish to host the assessment in a computer lab onsite.

The link to the virtual site will be sent to each participant, SFA, and proctor approximately one week prior to the start of the training.

Register on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>

Please register by June 18th.

In Person Manager Training

July 6-8, 2026

8:00 am – 4:30 pm (July 6 & 7, 2026)

8:30 am – 12:00 pm (July 8, 2026)

1:30 pm – 4:00 pm (July 8, 2026 – Assessment)

Location: Pennington Biomedical Conference Center

Registration Cost: \$80

Limited to 40 attendees

Lunch Provided

To register for this training, the following criteria must be met:

- Participants must have their own email address.
- Participants must bring a laptop computer or tablet or iPad to take the Assessment Quiz
- The Assessment will be computerized. Participants will be proctored by LDOE or PBRC personnel.

Register on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>



52

In-person manager training will be held on July 6th-8th.

8:00 am – 4:30 pm (July 6 & 7, 2026)

8:30 am – 12:00 pm (July 8, 2026)

1:30 pm – 4:00 pm (July 8, 2026 – Assessment)

This in-person training will be held at Pennington Biomedical Conference Center. Registration cost is \$80. There is a limit of 40 attendees. Lunch will be provided each day.

Register on LA Fit Kids website

<https://www.louisianafitkids.com/Meetings/Home/MeetingRegistration/>

Please register by June 30th.

New Director Training

July 21-22, 2026

This in person training will be held at Pennington.

This training will be specific for new directors with less than 2 years of experience.

Registration will be posted on LA Fit Kids website soon.

More information to come!



If you are new director, please save the date for our upcoming New Director training. This 2 day in person will be held July 21st-22nd at Pennington Biomedical Conference Center.

We are in the process of developing a New Director Training which will be similar to the Introduction to School Nutrition Leadership training that ICN offers.

This training will be specific for new directors with less than 2 years of experience; however we will allow a director with up to 5 years of experience to attend if there is enough space.

Registration will be posted on LA Fit Kids website soon.

More information to come!

Need to Update or Cancel Training Registration

If you register for a training and are unable to attend, you can update or cancel your registration at any time.

Refer to the email confirmation you received when registering.

Click on Update/Cancel Meeting Registration.

Thank you for registering for LDOE - SFS - State Update, In-Person at Pennington Biomedical Research Center.

The meeting will be held on **January 14** in person at Pennington Biomedical Research Center, 6400 Perkins Road, Baton Rouge, LA 70808, C.B. Pennington Jr. Conference Center Auditorium.

The registration fee for this meeting is **\$30.00**.

Please pay in advance for this meeting if at all possible.

If paying by check, payment may be made prior to the meeting or on-site. Checks should be made out to Pennington Biomedical Research Center, and mailed to the following address:
Pennington Biomedical Research Center
Attention: Catherine Champagne
6400 Perkins Road, Baton Rouge, LA 70808

Payment via credit card is available at <https://commerce.castrnet.com/LJUM/BC>.

We do **not** take cash on-site, unless this is absolutely necessary.

You may update or cancel this registration by clicking the link below.

[Update/Cancel Meeting Registration](#)

LDOE - SFS - State Update, In-Person at Pennington Biomedical Research Center Details

LDOE and Louisiana Fit Kids have scheduled LDOE - SFS - State Update, In-Person at Pennington Biomedical Research Center. Training will be conducted at C.B. Pennington Jr. Conference Center, Auditorium on Wednesday, January 14th 8:00 AM to 3:00 PM.

Click here for the agenda.

There will be a \$30.00 registration fee for the training. Following registration you will receive an email with payment options. Please register below.

Edit LDOE - SFS - State Update, In-Person at Pennington Biomedical Research Center Registration

Attendee Information

First Name	Last Name
Work/School District	Phone Number
Home/Personal Address	Custom Email Address

Lunch Information

Lunch Options
Meat

Other Dietary Restrictions

[Update](#) [Cancel Registration](#)



If you registered for a training and are now unable to attend, you can update or cancel your registration at any time.

Refer to the email confirmation you received when registering.

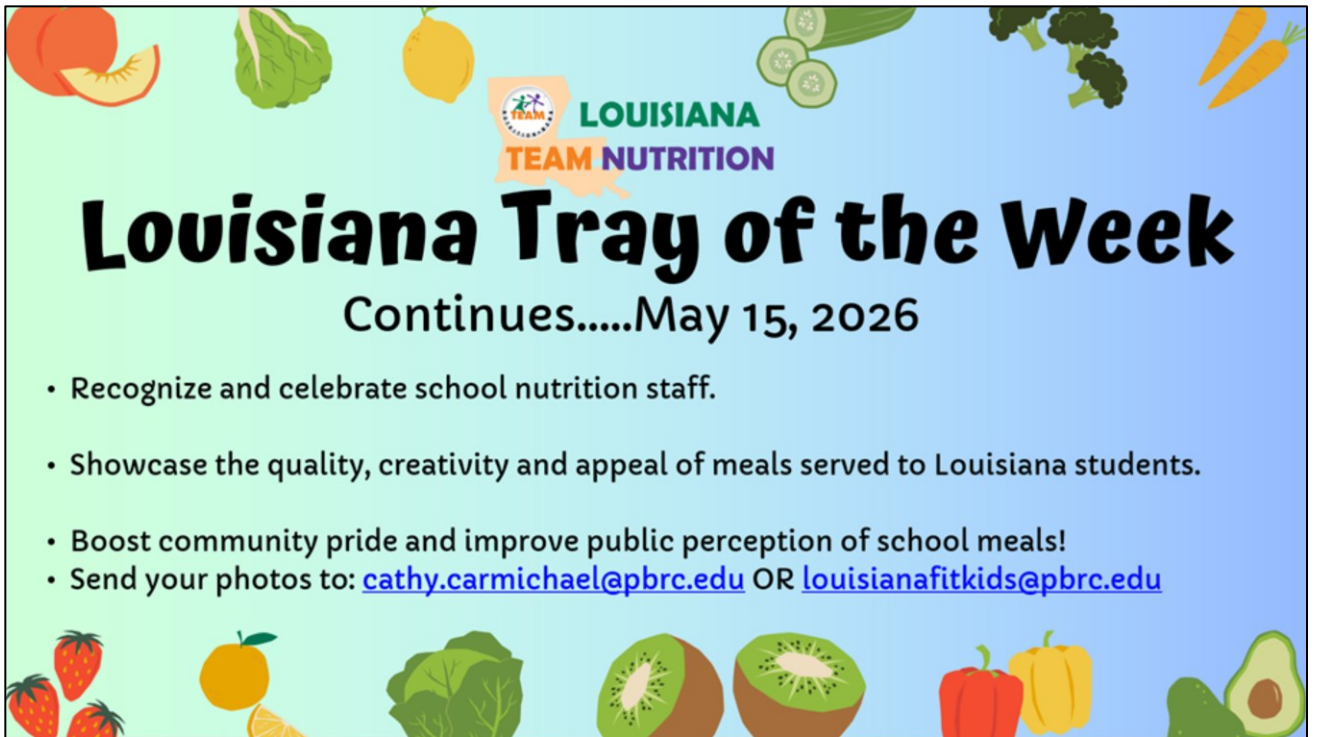
Click on Update/Cancel Meeting Registration. It will then take you to LA Fit Kids website where you update or cancel your registration.

You will then receive another email confirmation of the update or cancellation.

Louisiana Tray of the Week

Louisiana Team Nutrition





Louisiana Team Nutrition Louisiana Tray of the Week continues through May 15th 2026.

It's a way to recognize and celebrate school nutrition staff by showcasing the quality, creativity and appeal of meal served to students. It's also a way to boost community pride and improve public perception of school meals.

Send your photos to cathy.carmichael@pbrc.edu or louisianafitkids@pbrc.edu

Schools and districts across Louisiana are invited to participate.

Each week the selected trays will be featured on the Louisiana social media platforms.

Submit your tray photos to: louisianafitkids@pbrc.edu or cathy.carmichael@pbrc.edu

- Meet the USDA National School Breakfast or National School Lunch Meal Patterns, clearly showing all components (i.e., including Fruit, Vegetables, Grains, Meat/Meat Alternate and Fluid Milk as applicable).
- Include a **short description** of the menu items.
- Indicate the **school** where the meal was served.
- Provide the **date** of service.
- Food should be attractively plated on the tray and photographed.
- Be an accurate representation of what your students selected or could select.



So what do you need to do to take part in this campaign?

Submit your tray photos to louisianafitkids@pbrc.edu or cathy.carmichael@pbrc.edu

Make sure your tray meets the USDA meal pattern requirements by clearly showing all components offered.

Include a short description of the menu items.

Indicate the school where the meal was served.

Provide the date of service.

As a reminder, the food should be attractively plated on the tray and photographed.

The tray must be an accurate representation of what your students selected or could select.



Here are some tips when photographing your trays.



Contact the
LDOE Division of Nutrition Support
(225) 342-9661
ChildNutritionPrograms@LA.GOV