

May Monthly Call



May 5, 2026

Today's Agenda

Administrative Reviews and Procurement Reviews

SSO Overview

SFSP Overview

FSMC Overview

Health Inspections Reminders

Audit Report Submission Reminders

Summer EBT Reminders

Memos

Upcoming Trainings and Events

Louisiana Tray of the Week

Upcoming Changes for DNS



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 and LDOE are working on approving submitted corrective action and closing reviews.

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 and LDOE are working on approving submitted corrective action and closing reviews.

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.

26-27 SY Administrative Reviews and Procurement Reviews

- 33 Administrative Review and Procurement Reviews scheduled
- 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



For the 26-27 SY, there are currently 33 reviews scheduled.

If you are unsure of what year you will 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 may 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.

Follow-Up Reviews

- 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



Follow up reviews are currently being conducted for those SFAs that were deemed high risk on the 24-25 SY reviews.

The follow up reviews will only be conducted on the areas that flagged as high risk. It must be conducted within 24 months of the Administrative Review (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.

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

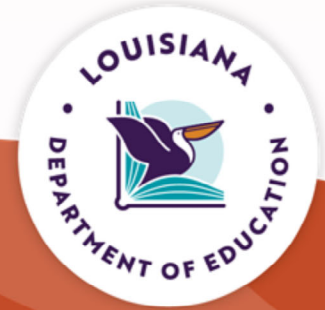
- Participating sponsors must receive a SSO review from the state agency no less than once every 5 years
- Reviews of the SSO occur when the SSO is in operation (during the summer months)
- During the onsite portion of the review, SA staff will observe meal service at one (or more) sites
- USDA requires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

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 were 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

FSMC Overview



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?

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.
- 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.

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

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LOUISIANA'S EDUCATION PRIORITIES →

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The Audit Report Portal can be found on the Louisiana Department of Education website.

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From the home page, click on the Data and Reports section.

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On the Data and Reports page, click on the LDOE Single Audit Report Submission Portal.

LDOE Audit Report System

All fields marked with * are required and must be filled.

Audit Report Portal

Instructions

The annual audit report submitted **MUST** contain the same documents required in the 'audit reporting package,' as defined by the Louisiana Legislative Auditor (LLA) guidance.

The audit reporting package **MUST** include the Comprehensive Annual Financial Report (CAFR); Single Audit Reporting Package; Management Letter(s), if any; and, **for school districts and charter schools**, the Board of Elementary & Secondary Education (BESE) Agreed Upon Procedures assurances report for performance and statistical data provided as part of the financial statement audit.

- Use this form to transmit reports in .pdf format.
- Fill out a form for each report or separate part of the same report. For example, if submitting the Single Audit reporting package or the BESE Agreed Upon Procedures Report separately, a separate form must be completed for each part submitted.
- Do not forget to press the **SUBMIT** button to complete the process.



This will take you to the LDOE Audit Report System.

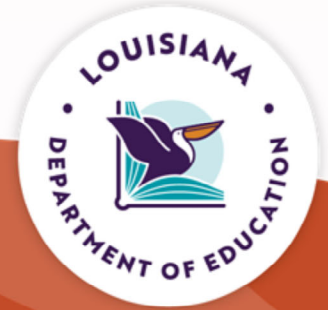
Follow the instructions to submit the audit report.

We understand that you as the SFA may not be the person at your school/district that actually submits the audit. However, we ask that pass the information on to the appropriate person.

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 Reminders

- 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 refer to [LDH Sun Bucks](#) for more information about Summer EBT
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 refer to LDH's website [LDH Sun Bucks](#) for more information about Summer EBT
Please contact LDH.PEBTSupport@la.gov with questions.

Memos



Memos

- SFS-26-038 May 2026 Trainings Memo
- SP 06-2026 Paid Lunch Equity - Guidance for School Year 2026-2027
- SFS-26-040 March Medicaid Free Lunch and Medicaid Reduced Lunch
- SFS-26-041 March SNAP and TANF loaded to eScholar DirectMatch
- SP07-2026 School Meal Programs-Reviewing Product-Based Added Sugars Limits for Breakfast Cereals, Flavored Milk, and Yogurt
- SFS-26-043 June 2026 Trainings Memo



SFS-26-038 May 2026 Trainings Memo

CNP Monthly Call

- Tuesday, May 5, 2026 at 1:00 PM

Community Eligibility Provision (CEP) Elections

- Tuesday, May 12, 2026 1:00 PM

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-26-038 May 2026 Trainings Memo

Today is the CNP Monthly Call.

On May 12th at 1:00 PM will be the CEP Elections trainings.

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>

SP 06-2026 Paid Lunch Equity - Guidance for School Year 2026-2027

- Provides guidance to State agencies and SFAs on the Paid Lunch Equity (PLE) requirements for SY 2026-2027
 - The SY 2026-2027 PLE tool and instructions will be provided in a separate communication
- Explains the PLE exemption
 - SFAs with a positive or zero balance in the nonprofit school food service account as of June 30, 2025, are exempt from PLE pricing requirements
 - While not required, exempt SFAs may still use the PLE tool to complete the steps necessary to determine their target SY 2026-2027 paid lunch price and adjust their paid lunch prices accordingly
- Provides guidance for SFAs that do not qualify for the exemption
 - SFAs that had a negative balance in the nonprofit school food service account as of June 30, 2025 must follow PLE requirements



Memo SP 06-2026 Paid Lunch Equity - Guidance for School Year 2026-2027

This USDA memo provides guidance to State agencies and school food authorities (SFAs) on the paid lunch equity (PLE) requirements for school year (SY) 2026-2027.

This memo explains the PLE exemption and also provides guidance for SFAs that do not qualify for the exemption.

SFAs with a positive or zero balance in the nonprofit school food service account as of June 30, 2025, are exempt from PLE pricing requirements. While not required, exempt SFAs may still use the PLE tool to complete the steps necessary to determine their target SY 2026-2027 paid lunch price, consistent with Program regulations at 7 CFR 210.14(e), and adjust their paid lunch prices accordingly.

SFAs that had a negative balance in the nonprofit school food service account as of June 30, 2025, must follow PLE requirements according to 7 CFR 210.14(e) when establishing their paid lunch prices for SY 2026-2027. Please note, the SY 2026-2027 PLE tool and instructions will be provided in a separate communication.

LDOE will have a PLE Tool training in June.

SFS-26-040 March Medicaid Free Lunch and Medicaid Reduced Lunch

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

Districts should resolve the near matches in the batches below:

Public School Districts:

Medicaid Free Lunch # 13452

Medicaid Reduced Lunch # 13445

Medicaid All # 13448

Non-Public Schools:

Medicaid Free Lunch # 13451

Medicaid Reduced Lunch # 13449

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



Memo SFS-26-040 March Medicaid Free Lunch and Medicaid Reduced Lunch

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

Districts should resolve the near matches in the batches below:

Public School Districts:

Medicaid Free Lunch # 13452

Medicaid Reduced Lunch # 13445

Medicaid All # 13448

Non-Public Schools:

Medicaid Free Lunch # 13451

Medicaid Reduced Lunch # 13449

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

SFS-26-041 March SNAP and TANF loaded to eScholar DirectMatch

March SNAP and TANF data have been loaded to eScholar DirectMatch.

Districts should resolve the near matches in the batches below:

Public School Districts:

SNAP batch # 13408

TANF batch # 13409

Non-Public Schools:

SNAP batch # 13415

TANF batch # 13410

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



Memo SFS-26-041 March SNAP and TANF loaded to eScholar DirectMatch

March SNAP and TANF data have been loaded to eScholar DirectMatch.

Districts should resolve the near matches in the batches below:

Public School Districts:

SNAP batch # 13408

TANF batch # 13409

Non-Public Schools:

SNAP batch # 13415

TANF batch # 13410

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

SP07-2026 School Meal Programs-Reviewing Product - Based Added Sugars Limits for Breakfast Cereals, Flavored Milk, and Yogurt

The following resources are available to assist State and local agencies in complying with these product-based limits:

[Reducing Added Sugars at School Breakfast](#) (USDA)

[Nutrition Standards for Added Sugars Fact Sheets](#) (ICN)

These resources help school nutrition professionals in identifying and reducing sources of added sugars in school meals. The guides also highlight ways to determine added sugars in foods and beverages using tools such as the Nutrition Facts label, ingredients list, and nutrient analysis.



Memo SP07-2026 School Meal Programs - Reviewing Product - Based Added Sugars Limits for Breakfast Cereals, Flavored Milk, and Yogurt

This USDA memo provides guidance on reviewing Product-Based Added Sugars Limits for Breakfast Cereals, Flavored Milk, and Yogurt.

Effective July 1, 2025 (SY 2025-26), nutrition standards include a limit on the amount of added sugars allowed in breakfast cereals, flavored milk, and yogurt served in the NSLP and SBP.

Schools must meet the following requirements for productbased added sugars limits:

- Breakfast cereal may have no more than 6 grams of added sugars per dry ounce
- Flavored milk may have no more than 10 grams of added sugars per 8 fluid ounces OR 15 grams of added sugars per 12 fluid ounces for flavored milk sold as a competitive beverage for middle and high schools
- Yogurt may have no more than 12 grams of added sugars per 6 ounces (2 grams per ounce)

The following resources are available to assist State and local agencies in complying with these product-based limits:

[Reducing Added Sugars at School Breakfast](#) (USDA)

[Nutrition Standards for Added Sugars Fact Sheets](#) (ICN)

These resources help school nutrition professionals in identifying and reducing sources of added sugars in school meals. The guides also highlight ways to determine added sugars in foods and beverages using tools such as the Nutrition Facts label, ingredients list, and

nutrient analysis.

After USDA oversight tools are updated, the School Meal Programs Administrative Review materials will include instructions on reviewing product-based added sugars limits through a streamlined review of meal pattern requirements.

Until then, State agencies should:

1. Assess each breakfast cereal, flavored milk, and yogurt product offered during the review period;
2. Review products by looking at product information such as Nutrition Facts labels; and
3. Use USDA's Product-Based Added Sugars Limits Tool, or a comparable tool, to assess and document product compliance.

SFS-26-043 June 2026 Trainings Memo

CNP Monthly Call

- Tuesday, June 2, 2026 at 1:00 PM

Paid Lunch Equity (PLE) Tool

- Tuesday, June 16, 2026 at 1:00 PM

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-26-043 June 2026 Trainings Memo

The June CNP Monthly Call will be Tuesday, June 2nd at 1:00 PM.

On Tuesday, June 16th at 1:00 there will be a training on the Paid Lunch Equity (PLE) tool.

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

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Trainings and Events



Upcoming LDOE Trainings

May

Monthly Call - May 5th

CEP Elections - May 12th

June

Monthly Call - June 2nd

Paid Lunch Equity (PLE) Tool - June 16th

Register on LA Fit Kids website

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



Let's go over some upcoming LDOE trainings.

Today, May 5th is our Monthly Call.

May 12th will be the CEP Elections training.

June 2nd will be monthly call for June.

June 16th will be the PLE tool training.

Register on LA Fit Kids website

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

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/>



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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/>



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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.

Register on LA Fit Kids website

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

More information to come!



If you are new director, please save the date for our upcoming New Director training. It 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 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 back 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 **\$0.00**.

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://ecommerce.eashtnet.com/LA/FITKIDS>

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 FitKids 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: [Redacted] Last Name: [Redacted]

Email/School/District: [Redacted] Phone Number: [Redacted]

Residential Email Address: [Redacted] Office Email Address: [Redacted]

Lunch Information

Lunch Options: Meat

Other Dietary Restrictions: [Redacted]

Update **Cancel Registration**

LOUISIANA DEPARTMENT OF EDUCATION

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

Refer back 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.

Institute of Child Nutrition Upcoming Virtual Instructor -Led Training (VILT) Sessions

May 6th - Food Safety in Schools - Foundations of Food Safety

May 12th - Food Allergies in School Nutrition: Handling Food Allergies Emergencies and Meal Modifications

May 13th - Food Safety in Schools - Your Food Safety Program

May 20th - Food Allergies in School Nutrition: Reading Labels and Avoiding Cross-Contact

May 21st - A Manager's Guide: Strategies for Leading Effective Teams

Register on <https://theicn.org/info/vilt/>



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The Institute of Child Nutrition has some upcoming virtual instructor-led training sessions this month.

May 6th - Food Safety in Schools - Foundations of Food Safety

May 12th - Food Allergies in School Nutrition: Handling Food Allergies Emergencies and Meal Modifications

May 13th - Food Safety in Schools - Your Food Safety Program

May 20th - Food Allergies in School Nutrition: Reading Labels and Avoiding Cross-Contact

May 21st - A Manager's Guide: Strategies for Leading Effective Teams

To register for these trainings please go to ICN's website.

<https://theicn.org/info/vilt/>

Louisiana Tray of the Week

Louisiana Team Nutrition



Team Nutrition Louisiana Tray of the Week

- Continues through May 15th 2026
- Schools and districts across Louisiana are invited to participate
- Recognize and celebrate school nutrition staff
- Showcase the quality, creativity and appeal of meal served to students
- Boost community pride and improve public perception of school meals
- Send your photos to cathy.carmichael@pbrc.edu or louisianafitkids@pbrc.edu



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.

Louisiana Tray of the Week

- 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



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.

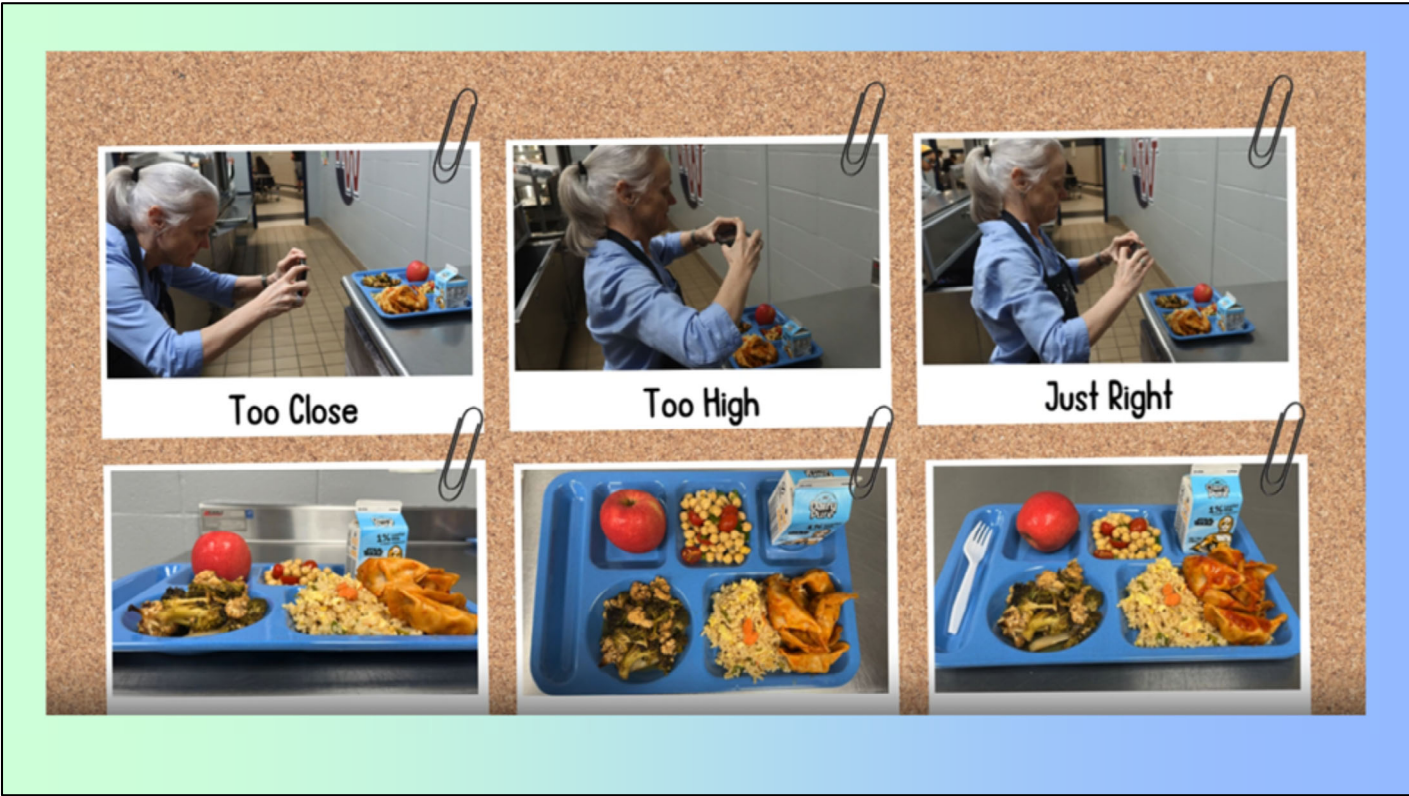
Include a short description of the menu items.

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.

Where to View the Winners

Louisiana Fit Kids website in the Weekly Winners Gallery
<https://www.louisianafitkids.com/Home/TrayWinners2025>



Where can you view the winners?

Selected trays are featured on Louisiana Fit Kids' social media platforms. Featured images will also appear on the Louisiana Fit Kids website in the Weekly Winners Gallery.

<https://www.louisianafitkids.com/Home/TrayWinners2025>

Upcoming Changes

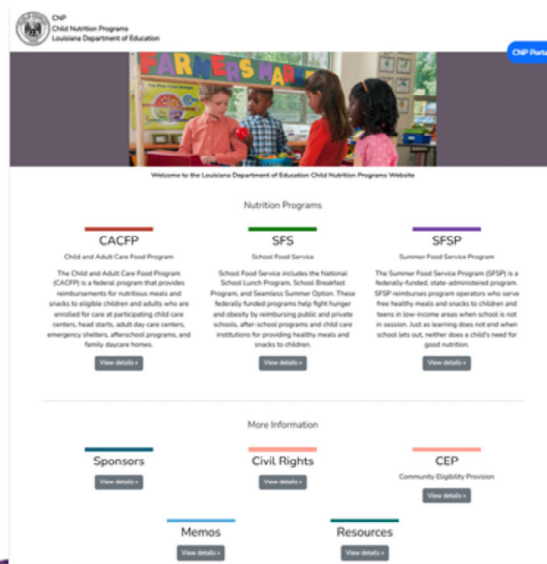
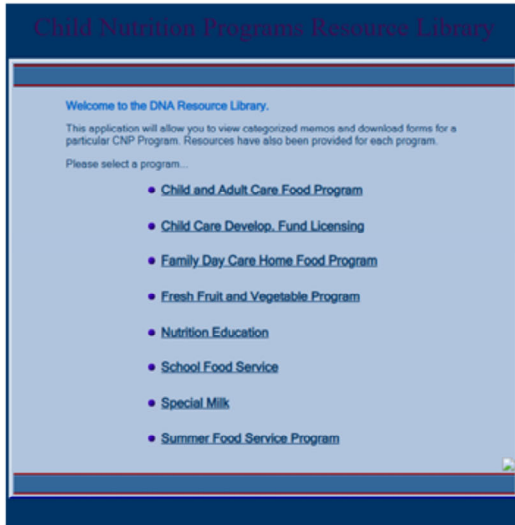


Finally I want to mention some upcoming changes that are happening here in the Division of Nutrition Support.

CNP Website

CNP Resource Library - moving to “new” website

<https://cnp.doe.louisiana.gov/>



First, the CNP website changes. We talked about this last year in April at the State Update. Now a year later, it's finally happening.

In the coming weeks, the “old” resource library will no longer be available. No need to worry though. All information has been moved to the “new” website.

<https://cnp.doe.louisiana.gov/>. You should bookmark this page if you haven't done so already.

If you are accustomed to the “old” resource library section of the website and go to that page out of habit, you will no longer see this blue screen. At this point, you will be redirected to the “new” website as see on the screenshot on the right.

On the main page is where you will click on either Memos or Resources (whichever you are looking for) to get to the necessary memos and resources.

Resource Library

Improved Searchability

- By Title or Memo Number
- By Resource Type
- By Program
- By Date
- By Tags



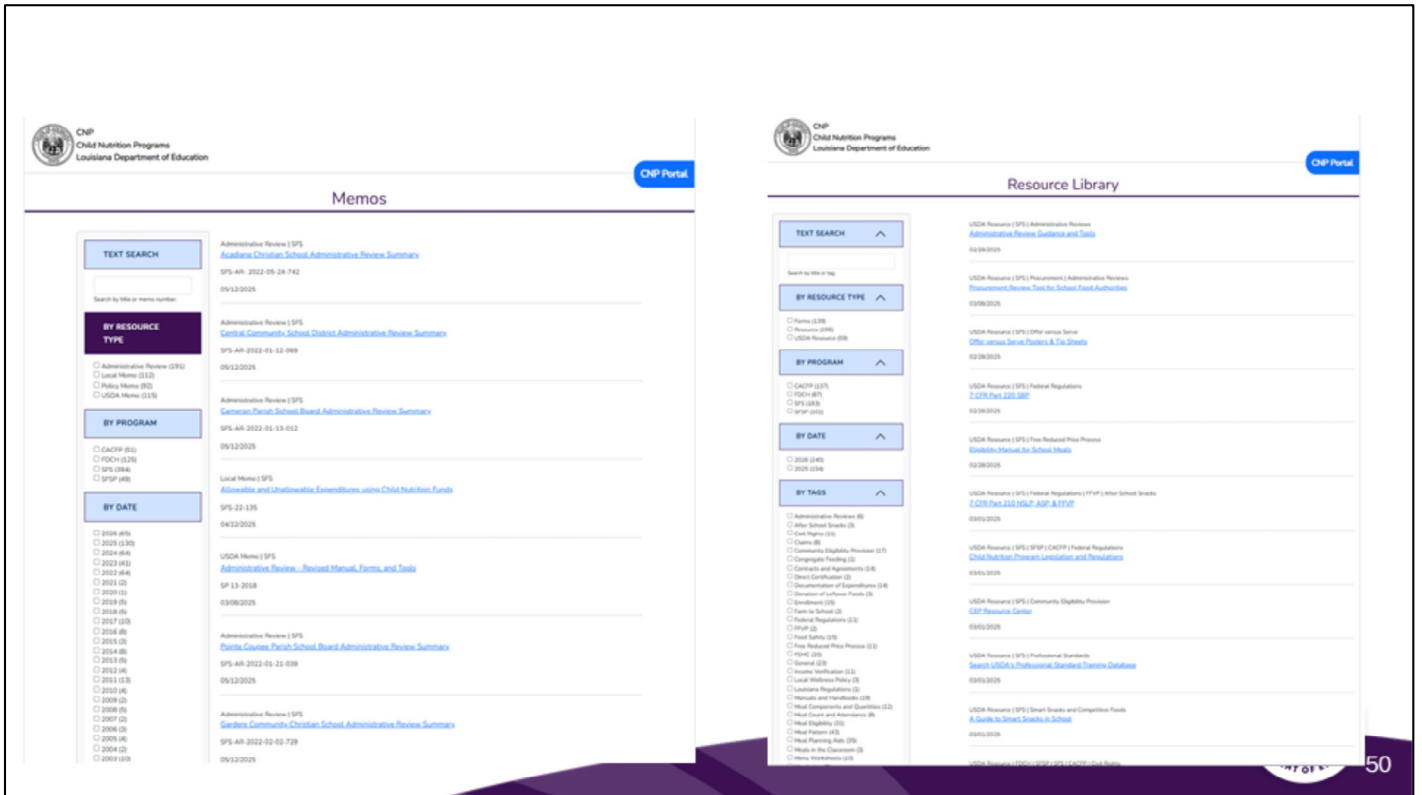
Resource Library

The screenshot shows a search interface with the following elements:

- Text Search:** A search bar with a placeholder "Search by title or memo number." and an upward arrow.
- By Resource Type:** A dropdown menu with a downward arrow, highlighted with a blue border.
- By Program:** A dropdown menu with a downward arrow.
- By Date:** A dropdown menu with a downward arrow.
- By Tags:** A dropdown menu with a downward arrow.
- Table View:** A toggle switch currently turned off.
- Search:** A blue button at the bottom right.



One thing to note about the “new” resource library is the improved searchability. You can filter by date, resource type, program, or specific text and tags to refine your search significantly and more readily pinpoint relevant resources.



As you can see on these screenshots the different filters you can apply to narrow down your search and find what you are looking for.

Memo Changes

- Less memos will be sent out
- Information that does not require an official memo will be sent through an email blast
 - Direct Match files available
 - Upcoming trainings
- Formatting and style changes



**Nutrition
Support**

March SNAP and TANF loaded to
eScholar DirectMatch



Operations - Division of Nutrition Support

**Memo SFS -043 June 2026 Training
Schedule**



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Moving on to changes with memos.

In the coming weeks you will begin to see less memos being sent out. The reason being is that information that does not require an official memo will be sent through an email blast. For example, when direct match files are available you currently get a memo. This will change to an email blast. Another example, notification of upcoming trainings will come in an email rather than a memo.

You will also begin to notice changes in the formatting and style of the memos. We will no longer use the nutrition support logo that you see here on the left. It will now be on the official LDOE logo that you see on the right.

Forms and Resources

- Formatting and style changes
- The most current and updated forms will be posted to the CNP website
- Work in progress



In addition to changes in memos, you will also begin seeing changes with forms and other resources.

You will also begin to notice changes in the formatting and style of the forms and resources. We are working on updating forms to have the official LDOE logo as well. We will have the most current and updated forms posted to the CNP website as they are completed. So the form that is posted on the CNP website is the most current and updated at that time. Please note that this is a work in progress, so it may take us some time to get all of the forms and resources updated.



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