

October Monthly Call



October 6, 2026

Today's Agenda

26-27 SY Administrative Reviews and Procurement Reviews

26-27 SY Reminders

Verification Process Reminders

Memos/Resources

Upcoming Trainings and Events



Administrative Reviews and Procurement Reviews



26-27 SY Administrative Reviews and Procurement Reviews

- 32 Administrative Review and Procurement Reviews scheduled
- SFAs scheduled for a AR/PR for the 26-27 SY were notified in May
- Official Announcement letters are being sent out to SFAs.
- SA staff have been conducting technical assistance visits for those SFAs being reviewed during the 26-27 SY
- LDOE is planning to conduct approximately 50% of the scheduled AR/PR
- The rest of the scheduled reviews will be conducted by the contractor
- 26 Follow Up Review scheduled



For the 26-27 SY, there are currently 32 reviews scheduled.

SFAs scheduled for a AR/PR for the 26-27 SY were notified in May via email. The official announcement letters are being sent out to SFAs.

SA staff have been conducting technical assistance visits for those SFAs being reviewed during the 26-27 SY.

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.

In addition, there are 26 Follow Up review scheduled that will be conducted after the AR/PRs are completed .

2026-2027 SY Reminders



Reimbursement Rates for 26-27 SY

NATIONAL SCHOOL LUNCH PROGRAM ¹		LESS THAN 60%	LESS THAN 60% + 9 cents ²	60% OR MORE	60% or MORE + 9 cents ²	MAXIMUM RATE	MAXIMUM RATE + 9 cents ²
CONTIGUOUS STATES	PAID	0.45	0.54	0.47	0.56	0.53	0.62
	REDUCED-PRICE	4.36	4.45	4.38	4.47	4.53	4.62
	FREE	4.76	4.85	4.78	4.87	4.93	5.02

SCHOOL BREAKFAST PROGRAM		NON-SEVERE NEED	SEVERE NEED
CONTIGUOUS STATES	PAID	0.42	0.42
	REDUCED-PRICE	2.24	2.75
	FREE	2.54	3.05

AFTERSCHOOL SNACKS SERVED IN AFTERSCHOOL CARE PROGRAMS		
CONTIGUOUS STATES	PAID	0.12
	REDUCED-PRICE	0.65
	FREE	1.30

<https://www.fna.usda.gov/schoolmeals/reimbursement-rates>



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On this slide are the 26-27 SY Reimbursement Rates for NSLP, SBP, and Afterschool Snacks

For 26-27 SY SBP/NSLP reimbursement rates, SFAs will use either the Less than 60% + 9 cents column or the 60% of More + 9 cents column.

The lower payment level applies to lunches served by school food authorities in which **less than 60 percent of the lunches served during the second preceding school year were served free or at a reduced price.**

The higher payment level applies to lunches served by school food authorities in which **60 percent or more of the lunches served during the second preceding school year were served free or at a reduced price.**

For SBP reimbursements, SFAs will use the Non-Severe Need or the Severe Need column.

Schools are eligible for severe need breakfast reimbursement rates if **40 percent or more of NSLP lunches served to students at school during the second preceding school year were at the free or reduced price rate.**

School Meals Reimbursement Rates

<https://www.fna.usda.gov/schoolmeals/reimbursement-rates>

Buy American Provision Requirements

Requires SFAs to purchase, to the maximum extent practicable, domestic commodities or products.

7 CFR 210.21(d)

Domestic commodity or product means:

- An agricultural commodity that is produced in the United States; and
- A food product that is processed in the United States substantially using agricultural commodities that are produced in the United States
 - Substantially using agriculture commodities that are produced in the United States means over 51 percent of a food product must consist of agricultural commodities that were grown domestically.
- The non-domestic food purchases cap for 26-27 SY is 10 percent
- SFAs must include the Buy American provisions in all procurement procedures, solicitations, and contracts



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- SFAs must include the Buy American provisions in all procurement procedures, solicitations, and contracts

Buy American Exceptions Tracking

[Buy American Exceptions Tracking Standard Form Template](#)

- Optional template that school food authorities can use to document the use of exceptions to purchase non-domestic foods
- Purpose of this form is to track both the exceptions and costs related to non-domestic product purchases
- SFAs can input data related to non-domestic product costs in the Exceptions Tracker tab
- Exceptions Summary tab will help the SFA calculate its percentage of costs from non-domestic products within a specified time frame
- When SFAs purchase a product found on the FAR 25.104 Nonavailable articles list, **this must be included on the tracker** for the purpose of accurately tracking total non-domestic costs.
- SFAs must maintain documentation, to demonstrate that when using an exception their non-domestic food purchases do not exceed the annual threshold.



[Buy American Exceptions Tracking Standard Form Template](#)

The Exceptions Tracking Standard Form is an optional template that school food authorities can use to document the use of exceptions to purchase non-domestic foods under the Buy American provision.

The link on this slide will take you to the USDA website where you can find the tracking form which is under the resources materials.

The Buy American Exceptions Tracking Standards Form template has been added to the CNP website as well.

The purpose of this form is to track both the exceptions and costs related to non-domestic product purchases.

SFAs can input data related to non-domestic product costs in the Exceptions Tracker tab, and the Exceptions Summary tab will help the SFA calculate its percentage of costs from non-domestic products within a specified time frame.

When SFAs purchase a product found on the FAR 25.104 Nonavailable articles list, this must be included on the tracker for the purpose of accurately tracking total non-domestic costs.

SFAs must document the use of exceptions to purchase non-domestic products and must be able to produce this documentation as needed.

SFAs must maintain documentation, to demonstrate that when using an exception their non-domestic food purchases do not exceed the annual threshold.

Buy American Accommodation Process for SY 26-27

- USDA has provided guidance on the SY 2026-2027 Buy American accommodation process
- The accommodation process provides the State agency the ability to approve temporary relief for SFAs that demonstrate they cannot meet the thresholds for non-domestic food purchases
- For SY 2026-2027, the annual threshold for non-domestic food purchases will continue to be **10 percent** of total commercial food expenditures
- SFAs seeking a temporary accommodation from the Buy American threshold requirement may complete and submit the SFA Accommodation Plan SY 2026-2027 to ChildNutritionPrograms@LA.GOV
- State agency will provide technical assistance to SFAs to support the temporary accommodation as SFAs demonstrate they are unable to meet the requirement and work with the SFA to increase their domestic purchases



Buy American Accommodation Process for SY 26-27

USDA has provided guidance on the SY 2026-2027 Buy American accommodation process.

The accommodation process provides the State agency the ability to approve temporary relief for school food authorities (SFAs) that demonstrate they cannot meet the thresholds for non-domestic food purchases.

The first threshold limit for non-domestic food purchases was implemented in SY 2025-2026 and was 10 percent of total commercial food expenditures.

Non-domestic food purchases made by SFAs could not exceed this annual threshold which was intended to shift more purchases toward domestic products.

For SY 2026-2027, the annual threshold for non-domestic food purchases will continue to be 10 percent of total commercial food expenditures.

SFAs seeking a temporary accommodation from the Buy American threshold requirement may complete and submit the SFA Accommodation Plan SY 2026-2027 to ChildNutritionPrograms@LA.GOV

State agency will provide technical assistance to SFAs to support the temporary accommodation as SFAs demonstrate they are unable to meet the requirement and work with the SFA to increase their domestic purchases.

SFA Buy American Accommodation Plan SY 2026-2027

SFA Accommodation Plan SY 2026-2027

Select all categories of food that require accommodation from the threshold requirement (i.e. exceeding 10 percent):

- ☐ Fruits
- ☐ Vegetables
- ☐ Fruit/Vegetable Juices
- ☐ Meats/Meat Alternates
- ☐ Grains (Cereals)
- ☐ Other, please specify:

Select all that apply as reasons for the accommodation from the threshold requirement (i.e. exceeding 10 percent):

- ☐ Timing of procurement cycle
- ☐ Student preference/anticipated participation impacts
- ☐ Items that help meet meal standards
- ☐ Items that facilitate meal service models (grab n' go, Breakfast in the Classroom)
- ☐ Difficulty in procuring items due to seasonality
- ☐ Vendor-related issues (e.g., pricing, documentation, and tracking)
- ☐ Other, please specify:

Briefly describe the anticipated timeline to make modifications to meet the Buy American requirements (This could include timing of calculating the baseline percentage of non-domestic food purchases (or include the baseline percentage, if available), obtaining documentation, and balancing the accommodation and exception process with making menu changes).



This is what the SFA Buy American Accommodation Plan for SY 26-27 looks like. It can be found on the LDOE CNP website.

SFAs seeking a temporary accommodation from the Buy American threshold requirement may complete and submit the SFA Accommodation Plan SY 2026-2027 to ChildNutritionPrograms@LA.GOV

Capital Expenditure and Equipment Pre-Approval

2 CFR 200.439

- SFAs are required to obtain purchasing approval from the LDOE prior to incurring the cost of equipment and other capital expenditures with a **per-unit acquisition cost of \$10,000 or more**
- SFAs must complete the Equipment Purchase/Capital Expenditure Pre-Approval Request Form
- Submit form with supporting documentation to childnutritionprograms@la.gov
- Prior to submitting a request, check the State Agency Pre-Approved Equipment List
- Any item on this equipment list receives automatic LDOE approval without needing to submit a pre-approval request
- **Equipment must be properly procured according federal regulations and the SFA's procurement plan**



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Rent

Per [USDA's Indirect Cost Guidance](#), rent is often aligned with capital infrastructure costs which must be borne by the school district's general funds.

The State agency (SA) is requiring building rental expenses to be submitted on the Equipment Purchase/Capital Expenditure Pre-Approval Request Form

Effective School Year 26-27, all building rental expenses must be pre-approved and assessed for allowability by the SA before they can be incurred by the Nonprofit School Food Service Account.



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The State agency (SA) is requiring building rental expenses to be submitted on the Equipment Purchase/Capital Expenditure Pre-Approval Request Form

Effective School Year 26-27, all building rental expenses must be pre-approved and assessed for allowability by the SA before they can be incurred by the Nonprofit School Food Service Account.

Equipment Purchase/Capital Expenditure Pre-Approval Request Form



Division of Nutrition Support

Equipment Purchase/Capital Expenditure Pre-Approval Request

School Food Service Form

Equipment acquisitions of \$10,000 or more per item, that are not on the Louisiana pre-approved equipment list, require School Food Authorities (SFA) to obtain prior written approval from the State agency before incurring any associated cost. Capital expenditures for general purpose equipment, buildings (rent) may be allowable as direct costs, but only with the prior written approval of the Federal agency or pass through entity ([2 CFR 200.439](#) and [2 CFR 200.459](#)). To request prior written approval, complete the following information for submission to [ChildNutritionPrograms@la.gov](#). The SFA will be notified in writing of the State agency decision.

School Food Authority: _____

Address: _____

Email: _____ Phone Number: _____

Equipment Description: _____

Estimated Per Unit Cost: _____ Quantity: _____

School/Other Site where equipment will be located: _____

Site Name: _____

Address: _____

Is the equipment requested above replacement equipment? ☐ YES ☐ NO

If no, explain the purpose of the new equipment: _____

Provide justification explaining why this equipment is reasonable, necessary, and allocable for the operation of School Food Service: _____

I Hereby Certify That:

- This equipment will be used only for the purpose of operation of the Child Nutrition Program.
- Funds currently available in the Child Nutrition Program account in the amount of \$ _____, as of (state) _____.
- The item(s) described above meet(s) the definition of equipment in [2 CFR 200.313](#).
- The SFA will follow the conditions for use and disposal of the property in accordance with [2 CFR 200.313](#).
- Procurement regulations in [2 CFR Part 200 Subpart D](#) will be followed, including but not limited to ensuring:
 - Free and Open Competition
 - Compliance with written standards of conduct for procurement
 - Proper procurement procedures for informal and formal purchases are followed
- All supporting documentation will be maintained on file for review in accordance with program regulations, including documentation of the procurement process, written approval of the purchase(s) and receipt(s) for the equipment purchased.
- All information provided in this request for use of the non-profit School Food Service (SFS) account in the purchase of equipment is true and correct to the best of my knowledge.
- I understand that it is the institution/sponsor's responsibility to comply with all applicable Federal, State and local laws, regulations and/or policies regarding procurement, inventory, and disposal of items purchased with United States Department of Agriculture, Child Nutrition Program funds.
- I certify that if approved, I will provide the State agency with documentation demonstrating that equipment was purchased with SFS funds in accordance with regulations, upon request.

Signature of Authorized Representative: _____ Date: _____

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STATE USE ONLY

APPROVAL: EFFECTIVE DATE: _____

☐ FULL ☐ PARTIAL % ☐ RENED

APPROVED BY: _____ DATE: _____

Director, Division of Nutrition Support



Here is the updated LDOE Equipment Purchase/Capital Expenditure Pre-Approval Request Form

The form is the first 2 pages and the pre approved equipment list is the last page.

Please submit for approval with supporting documentation to

childnutritionprograms@la.gov.

Louisiana State Agency Pre-Approved Equipment List

Technology/Hardware/Software Software/Programs for Management (Inventory/Point of Service/Benefit Issuance) Cashier Station/Cash Register Point of Sale Equipment Refrigerator/Freezer Temperature Monitoring System	Food Serving Equipment Sneeze Guard Salad Bar/Free-Standing or Self-Serve Serving Line: Hot/Cold/Stationary/Mobile Serving Counter: Stationary/Mobile Vending Machine (Used for Reimbursable Meals)
Cooking Equipment Commercial Range Oven/Combi Oven Oven-Rethermalization and Holding Pizza Oven Tilting Skillet (Braising) Kettle Steamer Broiler/Salamander Grill/Griddle	Storage and Transport Freezer: Reach-In, Chest Refrigerator/Cooler: Reach-in/Under counter/Mobile Coolers: Beverage/Milk/Merchandiser/Display Case Cart: Hot/Cold Mobile Cabinet: Hot/Cold Holding; Mobile/Transport Storage Racks/Shelves for dry and refrigeration
Food Preparation Hood/Vent (Exhaust Hood, Systems) Hood Fire Suppression System Ice Machine for kitchen only Blast or Tumble Chiller Food Processor Chopper/Grinder Slicer Mixer Blender Prep Sink Holding/Proofing Cabinet Processing/Packaging Machines Work/Prep Tables	Dishwashing/Sanitation/Cleaning In-Sink Food Disposal System (Garbage Disposal) Dishwashing Machine Booster Heater for kitchen Handwashing Sink 3 Compartment Sink

*The purchase of any of the above items must be for Child Nutrition Program use only.



On this slide is the Louisiana State Agency Pre-Approved List.
Any item on this equipment list receives automatic LDOE approval without needing to submit a pre-approval request

Noncompetitive Procurement

2 CFR 200.320(c) states that there are specific circumstances in which noncompetitive procurement may be utilized.

1. The aggregate amount of a transaction does not exceed the micro-purchase threshold.
2. Procurement can only be fulfilled by a single source
3. Public exigency or emergency does not lend itself to competitive solicitation
4. The sponsor requests noncompetitive procurement in writing and receives written State agency approval
5. After soliciting several sources, competition is determined inadequate

Complete the Noncompetitive Procurement Request Form, and receive State agency approval prior to any noncompetitive procurement, except micro-purchases.



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Noncompetitive procurement has a foothold in informal procurement. Micro-purchasing is a form of noncompetitive procurement.

2 CFR 200.320(c) states that there are specific circumstances in which noncompetitive procurement may be utilized.

- (1) The aggregate amount of a transaction does not exceed the micro-purchase threshold.
- (2) Procurement can only be fulfilled by a single source. This refers to Sole Source Procurement, that often falls between the micro-purchase and small purchase thresholds. Software updates, renewals, or maintenance fall under the sole source umbrella. The original software company is usually the only vendor who can update/maintain or renew the software.
- (3) Public exigency or emergency does not lend itself to competitive solicitation. This refers to emergency situations. If the SFA has an emergency, call the State agency to let them know that a noncompetitive procurement approval must be requested and State agency staff will inform you of next steps. Even though the situation may be emergent, the Noncompetitive Procurement Request Form still needs to be completed and submitted.
- (4) The sponsor requests noncompetitive procurement in writing and receives written State agency approval. This refers to the SFA wanting to work with a specific vendor and forego competitive procurement. State agency approval is required every time. The Noncompetitive Procurement Request Form must be submitted with sufficient justification. Be aware, requests will not be approved if the SFA's only justification is that they do not want to go through the competitive procurement process. The justification has to be overwhelming for this type of procurement request to be approved.
- (5) After soliciting several sources, competition is determined inadequate. This refers to a situation where you have requested quotes and no vendor met all the specifications required in the solicitation. For instance, you requested quotes. You received the required three quotes. However, no vendor was able to meet the required delivery schedule. Another example is if you have one vendor respond to your bid. In these instances, you have solicited several sources and the competition was inadequate. The SFA would submit a noncompetitive procurement request form to procure necessary items.

Please be sure that you understand the noncompetitive procurement policies. The Noncompetitive Procurement Request Form can be found on the CNP website. Complete the Noncompetitive Procurement Request Form, and receive State agency approval prior to any noncompetitive procurement, except micro-purchases. Follow the instructions listed in the form and submit the form and all required documentation to the childnutritionprograms@la.gov

Noncompetitive Procurement Request Form

Sponsor Name: _____ Type of Noncompetitive Procurement: Describe the proposed noncompetitive procurement, in detail. What is the product/service? Why is this the only product/service or vendor that meets the sponsor's needs? _____ _____ _____ Provide an explanation and documented proof why the only option for this procurement is noncompetitive procurement. (Attach all supporting documentation.) _____ _____ _____ Louisiana Department of Education	Did the sponsor use the State Contract, as one source, during solicitation? _____ If prior approval is required for services or updates to existing equipment/software, explain and attach all supporting documentation related to the original purchase. _____ Provide the cost/price analysis conducted in relation to this procurement. _____ _____ Certification: I hereby certify the information provided is correct, true, and supports the submitted request to the best of my knowledge. I hereby certify that I am an Authorized Representative of the sponsor and am not a Consultant or Food Service Management Company employee. Name of Authorized Representative _____ Title of Authorized Representative _____ Signature of Authorized Representative _____ Date _____
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Here is the updated LDOE Noncompetitive Procurement Request Form. It can be found on the CNP website.

The form must be completed and submitted prior to executing noncompetitive procurement. Prior approval is required to comply with state and federal regulations and to utilize Child Nutrition Program funding to pay for said procurement.

Email the completed, signed form to childnutritionprograms@la.gov.

Make sure to attach all supporting documentation when submitting.

The first page explains the types of noncompetitive procurement.

The second and third page are the pages the SFAs completes.

The fourth page is the official use only page that is completed by LDOE.

LDOE CNP Agreement Amendment Information Sheet Form

LOUISIANA DEPARTMENT OF EDUCATION	
Operations – Division of Nutrition Support	
CNP Agreement Amendment Form	
State-Use Only:	
Current Agreement #	Prior Agreement #
Program Designation	
☐ School Food Authority (SFA only) ☐ SFA and Non-SFA Institutions	
Institution Info: MUST match information on WS documentation (include this if applicable)	
Institution Name	
Mailing Address	
Physical Address	
City, State, Zip + 4	
Parish / County	
Phone (+ area code)	IRS EIN SAM UEI
Head of the Organization (Include Name and Title):	
Mailing Address	
City, State, Zip + 4	
Email Address	
Phone (+ area code)	Date of Birth
Previously Used Names	

Board Chair / Owner:	
Mailing Address	
City, State, Zip + 4	
Email Address	
Phone (+ area code)	Date of Birth
Previously Used Names	

THIS SECTION MUST BE COMPLETED

Authorized Representative (include name and title):

Mailing Address	
City, State, Zip + 4	
Institution Email	
Phone (+ area code)	Date of Birth
Previously Used Names	

Date Completed Printed Name and Title Signature

TO BE COMPLETED BY LDOE

Approved By Director, Division of Nutrition Support Date



Now is the time to check to ensure your authorized contacts for your SFA are correct in the CNP system.

If contacts need to be updated, here is the updated LDOE CNP Agreement Amendment Information Sheet Form. The form can be found on the CNP website.

This is the form that is completed when there is a change in the superintendent, authorized representative, address, email, etc. changed.

Please note that you no longer need to mail the original form, you just need to email the form to childnutritionprograms@la.gov.

Previously the form was 1 page. It is now 2 pages.

CNP User Accounts

Now is the time to check user roles and permissions for those who have accounts in the CNP system.

Home tab > Administration > Account Maintenance

- Ensure contact information is current (email address and phone).
- Disable the accounts of anyone who is no longer with your organization.
- Create accounts for additional users as needed.

User account logins and passwords should never be shared!

- Any actions in the CNP site are the responsibility of the user logged in.
- Accounts must be created for additional users as needed, and authorizations can be adjusted to allow or disallow users from accessing programs and permissions as necessary.
- This includes accounts for consultants. (Consultants may not complete any non delegable tasks that are the responsibility of the SFA)

If you need assistance, please contact the State agency



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Authorized Representatives, now is the time to check user roles and permissions for those who have accounts in the CNP system. You can do this by clicking on the gray Home tab > Administration > Account Maintenance. Ensure contact information is current (email address and phone). Disable the accounts of anyone who is no longer with your organization. Create accounts for additional users as needed.

User account logins and passwords should never be shared! Any actions in the CNP site are the responsibility of the user logged in. Accounts must be created for additional users as needed, and authorizations can be adjusted to allow or disallow users from accessing programs and permissions as necessary. This includes accounts for consultants. (As a reminder, consultants may not complete any non delegable tasks that are the responsibility of the SFA)

If you need assistance creating or editing Sponsor users, please contact the State agency.

Verification Process



What is Verification?

The process of confirming the eligibility for free and reduced-price meals under the National School Lunch Program

MUST include either confirmation of income eligibility or confirmation that the child is eligible to receive benefits from assistance programs

Verification is performed on a percentage of applications, **NOT** all the applications on file



So what is Verification? Verification is the process of confirming that applications submitted for participation in NSLP were eligible under the income eligibility guidelines. Section 9(b)(3) of the National School Lunch Act and regulations at [7 CFR 245.6a\(c\)\(1\)](#) establish requirements for LEAs to verify eligibility of children in a sample of household applications approved for free and reduced price meal benefits for that school year. Verification is only required when eligibility is determined through the application process, and is not required for eligibility determinations made through the direct certification process.

Verification **MUST** include either a confirmation of the family's income eligibility, or confirmation that the child is otherwise categorically eligible for participation.

Verification **MAY** also include confirmation of any other information required on the application, such as household size.

Another thing to note, is that not all applications are required to be verified—it is a percentage of applications. We will discuss the methods for selecting applications on a later slide.

Which SFAs are required to complete the Verification Process?

All School Food Authorities participating in school meal programs who utilize the free and reduced application process

- 1.Traditional
- 2.Partial CEP
- 3.RCCIs WITH day students (verification completed for 'day' students only)

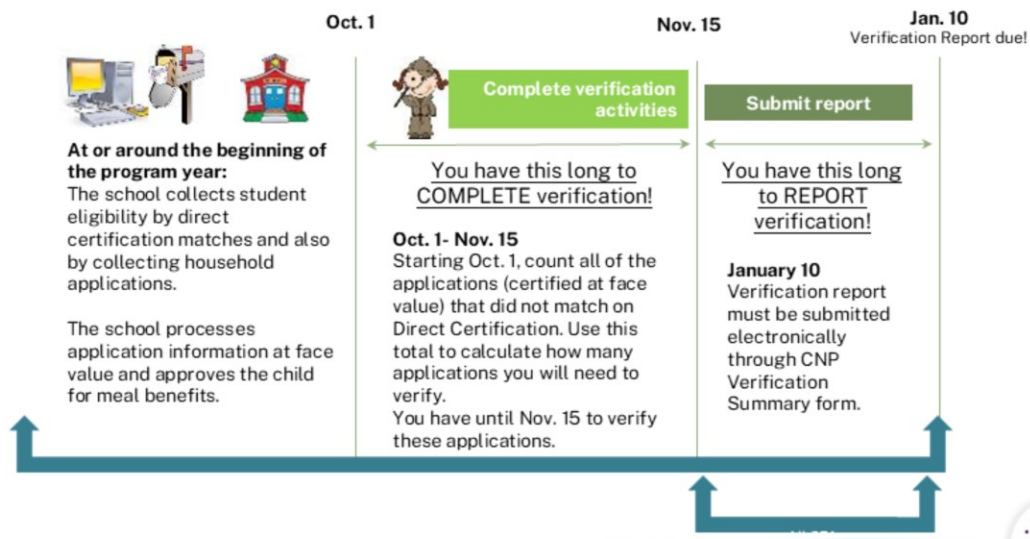
SFAs who do not collect applications (DW CEP and RCCIs without day students) do not have to perform the verification process, but **MUST** complete the online Verification Summary Form (FNS 742)



While we discuss the verification process, it's important to understand which SFAs are and which SFAs are not required to complete all steps of the verification process. The verification process is required for any participating SFA who uses free and reduced applications: traditional SFAs, partial CEP, and RCCIs with day students. Partial CEP districts will have to complete the entire verification process only on the schools who are not CEP.

***Note** District-wide CEPs and RCCIs without day students will not complete steps 1 - 4 of the verification process, but must complete Step 5: Submit results on Verification Summary Report (FNS-742) due January 10.

Verification Overview



At, or near the beginning of the year, SFAs will collect student eligibility in two ways: through Direct Certification matches and through household applications.

Starting October 1, count all of the applications (certified at face value) that did not match on Direct Certification. Applications that were submitted and found through direct certification are not eligible for verification. Use this total to calculate how many applications you will need to verify. You have until November 15 to verify these applications.

November 15th thru January 10th is the timeline to report the results of Verification on the Verification Summary Form. ALL SFAs, regardless of their type, are required to report results because it includes additional information used by USDA such as enrollment, identified students, and the number of operating sites per SFA.

* Important note on deadlines:

- If October 1 falls on a weekend, use the next operating day to establish the sample pool
- If Nov 15 or Jan 10 fall on a weekend, verification activities and verification reporting must be completed by the deadline. There will be no extensions to these deadlines as these are set in federal regulations.

COLLECTION OFFICIALS

Determining Official	Pre-Verifying Official (Confirming)	Verifying Official	Hearing Official
➤ Determines eligibility status and signs all applications ➤ Flags error prone applications ➤ May not be Pre-Verifying/ Confirming Official ➤ Responsible for "For School Use Only" Section of application	➤ Only necessary in Verification ➤ Must sign all applications selected for verification ➤ May be a software system	➤ Responsible for Verification ➤ May be the Determining OR Pre-Verifying Official ➤ Must sign all applications selected for Verification	➤ Someone otherwise separate from the process ➤ An unbiased person who can review appeals (business manager, superintendent, child welfare, etc)

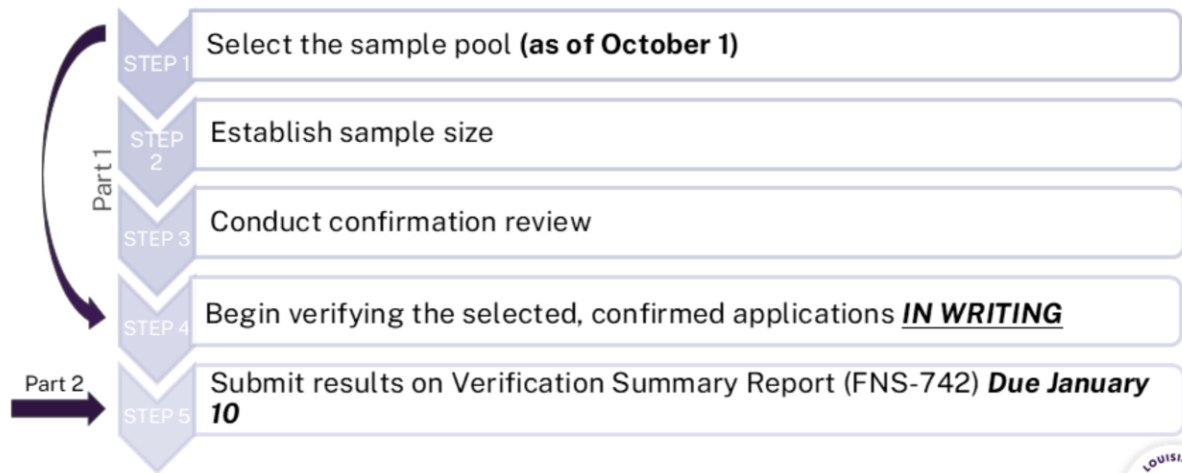


There are 4 types of Collection Officials:

- 1) Determining
- 2) Pre-Verifying (also known as Confirming)
- 3) Verifying
- 4) Hearing

Collection Officials are identified as part of the application submitted annually on the CNP website.

STEPS TO VERIFICATION



Here is an overview of the steps involved.

First, you will select the sample pool as of the number of applications on file on October 1st.

Second, you will **establish your sample size**. The sample size must be based on the October 1st sample pool.

Third, the Pre-Verifying Official will conduct a **confirmation review** of all applications selected for verification.

Next, you will **begin verifying the selected applications in writing**.

And lastly, you will **submit your results on the Verification Summary Form** which typically opens mid-November and is due on or before January 10th.

Now, let's discuss these steps in more detail.

Verification Process Training - Part 1

Slides and Recording are posted on [Louisiana Fit Kids website](#)



If you were unable to attend the Verification Process training that took place on September 15th, the training recording and slides have been posted to LA Fit Kids website.

Verification Questions

Kylee Champagne & Tosha Washington

kylee.champagne@la.gov | tosha.washington2@la.gov

LDOE Division of Nutrition Support

childnutritionprograms@la.gov

225-342-9661



Memos/Resources



Resource Management Guidance

Resource Management in Child Nutrition Programs: Classification and Allocation of Costs to the Nonprofit School Food Service Account (NSFSA) 2026

This comprehensive resource provides SFAs and LEA Business Offices with the regulatory framework required to ensure cost allowability, prevent double-charging, and maintain audit-ready financial records.

Required Action Steps for SFAs & Business Managers

- Download and review the complete 2026 Resource Management Manual with your finance team.
- Audit Allocation Methods: Reconcile your direct-charging methodologies against your LEA's Indirect Cost Rate Agreement to eliminate double-charging risks.
- Establish SOPs: Verify that written internal controls are in place for the annual Nonprogram Food Revenue assessment, equipment tracking, and time/attendance study documentation.

For questions regarding cost allowability, pre-approvals, or procurement, contact the Division of Nutrition Support at childnutritionprograms@la.gov or 225-342-9661.

For LEA/Charter indirect cost rate inquiries, email FedAudit@la.gov.



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LDOE Division of Nutrition Support (DNS) is pleased to announce the release of the updated guidance manual: [Resource Management in Child Nutrition Programs: Classification and Allocation of Costs to the Nonprofit School Food Service Account \(NSFSA\) 2026](#)

This comprehensive resource provides SFAs and LEA Business Offices with the regulatory framework required to ensure cost allowability, prevent double-charging, and maintain audit-ready financial records.

Sections of the resource include:

- The SFA's Role as Steward of the Nonprofit School Food Service Account
- Foundational Principles of Cost Allowability
- Distinguishing Direct vs Indirect Costs
- Critical Principle of Consistent Treatment
- Understanding the Indirect Cost Rate Agreement
- Guide to Allowability of Common SFA Expenditures
- Noncompetitive Procurement
- Equipment
- Adult Meals
- Revenue from Nonprogram Foods
- Financial System Controls and Accountability
- Key Principles for Compliant Resource Management

Required Action Steps for SFAs & Business Managers

- Review the Guidance: Download and review the complete 2026 Resource Management Manual with your finance team.
- Audit Allocation Methods: Reconcile your direct-charging methodologies against your LEA's Indirect Cost Rate Agreement to eliminate double-charging risks.
- Establish SOPs: Verify that written internal controls are in place for the annual Nonprogram Food Revenue assessment, equipment tracking, and time/attendance study documentation.

For questions regarding cost allowability, pre-approvals, or procurement, contact the Division of Nutrition Support at childnutritionprograms@la.gov or 225-342-9661.

For LEA/Charter indirect cost rate inquiries, email FedAudit@la.gov.

Upcoming USDA Proposed Rule

USDA's proposed rule, Child Nutrition Programs: Aligning Program Requirements with the 2025-2030 Dietary Guidelines for Americans, remains under review at the Office of Management and Budget (OMB) for review.

The proposed rule is expected to update meal pattern and monitoring requirements across federal child nutrition programs.

OMB review is part of the federal rulemaking process and generally occurs before a proposed rule is released for public review and comment. Review timelines vary, but OMB consideration often provides an indication that publication of the proposed rule is forthcoming.

The comment period following publication is the formal opportunity to tell USDA what these requirements would mean for SFAs and the impact. Feedback submitted during this stage becomes part of the official record USDA must consider before issuing a final rule. Once the rule is final, the window to influence it is closed.



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USDA is currently developing a multi-year rulemaking effort to align Child Nutrition Programs with the Dietary Guidelines for Americans, 2025–2030.

USDA's proposed rule, Child Nutrition Programs: Aligning Program Requirements with the 2025-2030 Dietary Guidelines for Americans, remains under review at the Office of Management and Budget (OMB) for review. This marks the final stage of federal clearance before the proposal is released for public comment.

Some key details:

The proposed rule is expected to update meal pattern and monitoring requirements across federal child nutrition programs.

OMB review is part of the federal rulemaking process and generally occurs before a proposed rule is released for public review and comment. Review timelines vary, but OMB consideration often provides an indication that publication of the proposed rule is forthcoming.

The comment period following publication is the formal opportunity to tell USDA what these requirements would mean for SFAs and the impact. Feedback submitted during this stage becomes part of the official record USDA must consider before issuing a final rule. Once the rule is final, the window to influence it is closed.

Once the proposed rule is released LDOE will share with SFAs.

Updated: The Real Food Guides to School Breakfast and School Lunch for Families

Real Food Guides to School Breakfast and School Lunch for Families fact sheets were updated to showcase real, nutrient-dense foods that contribute to a balanced school breakfast and lunch and align with the Dietary Guidelines for Americans, 2025–2030.

Resources for Schools

- [Real Food Guide to School Lunch for Families](#)
- [Real Food Guide to School Breakfast for Families](#)
- [Stronger With School Meals Activity Booklet](#)

Visit the [USDA Team Nutrition website](#) for more resources



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USDA's Team Nutrition announced the release of nutrition education and training resources designed to help Child Nutrition Program operators to promote the clear, common-sense message of the Dietary Guidelines for Americans, 2025-2030: Eat real food.

Real Food Guides to School Breakfast and School Lunch for Families fact sheets were updated to showcase real, nutrient-dense foods that contribute to a balanced school breakfast and lunch and align with the Dietary Guidelines for Americans, 2025–2030.

Resources for Schools

- [Real Food Guide to School Lunch for Families](#)
- [Real Food Guide to School Breakfast for Families](#)
- [Stronger With School Meals Activity Booklet](#)

Visit the [USDA Team Nutrition website](#) for more resources

Harvest to Hallways Initiative

On August 24, 2026 USDA Announced Harvest to Hallways Initiative to Invest in Child Nutrition Programs

The initiative includes several actions to improve school meals and strengthen the connection between American agriculture and America's children:

- Expanding Local Procurement
 - Resources for Procuring Local Foods in School Year 2026-2027
<https://www.fna.usda.gov/schoolmeals/harvest-to-hallways>
- Investing in School Kitchens
- Bringing More Local Food to Schools
- Accelerating Healthier Meals
- Investing in School Meal Nutrition Research

Learn more about the new Harvest to Hallways initiative at www.usda.gov/harvest-to-hallways



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Learn more about the new Harvest to Hallways initiative at www.usda.gov/harvest-to-hallways

Direct Final Rule: Simplified Geographic Preference Procurement in Child Nutrition Programs

- USDA Food and Nutrition Administration (FNA) published a direct final rule that clarifies existing guidance about how Child Nutrition Program operators may apply geographic preferences when purchasing local agricultural products.
- This direct final rule amends geographic preference option language in NSLP, SBP, SMP for Children, CACFP, and SFSP regulations.
- The changes are customer-focused and intended to simplify program regulations and make them easier to understand. They do not change the meaning of the regulations or their implementation.
- This rule will become effective on Nov. 9, 2026. USDA invites interested persons to submit written comments on this direct final rule by October 9th.

<https://www.fna.usda.gov/schoolmeals/fr-090926>



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USDA Food and Nutrition Administration (FNA) published a direct final rule that clarifies existing guidance (from the 2024 final rule) about how Child Nutrition Program operators may apply geographic preferences when purchasing local agricultural products.

The 2024 final rule expanded the scope of the geographic preference option by allowing CNP operators to use local (e.g., "locally grown," "locally raised," or "locally caught") as a procurement specification in addition to using geography as a preference or "selection criteria," as already allowed in solicitations for unprocessed agricultural products purchased for CNP meals and snacks.

With the 2024 final rule, CNP operators may use both geographic preference option strategies:

- Using local as a procurement specification; and/or
- Applying a defined scoring advantage.

This direct final rule amends geographic preference option language in NSLP, SBP, SMP for Children, CACFP, and SFSP regulations.

The changes are customer-focused and intended to simplify program regulations and make them easier to understand. They do not change the meaning of the regulations or their implementation.

This direct final rule codifies clarifying aspects from that guidance by removing unnecessary language, clearly outlining geographic preference option strategies, and making nonsignificant copy edits.

Accordingly, this direct final rule amends 7 CFR 210.21(g), 215.14a(e), 220.16(f), 225.17(e), and 226.22(c) to clarify how to apply the geographic preference option for the procurement of local, unprocessed agricultural products.

This rule will become effective on November 9, 2026, unless the Department receives written adverse comments on or before October 9, 2026. USDA invites interested persons to submit written comments on this direct final rule by October 9th. If written adverse comments within the scope of the rulemaking are received, the Department will publish timely notification of withdrawal of this rule or a portion. USDA has also published a memo on the rule, clarifying the changes and the agency's intent.

In the meantime, check out the updated rule and consider how geographic preference can help your CNP source more local.

<https://www.fna.usda.gov/schoolmeals/fr-090926>

Memo SP 11-2026 Simplified Geographic Preference Procurement in Child Nutrition Programs

On September 9, 2026, the USDA FNA published the direct final rule, Simplified Geographic Preference Procurement in Child Nutrition Programs, effective November 9, 2026.

The rule does not change policy or implementation of the geographic preference option — it simply clarifies existing requirements to make the geographic preference option easier to understand and use across the NSLP, SBP, SMP, CACFP, and SFSP.

- Purpose of the Rule
- Changes Made by the Rule
- Geographic Preference Option Overview



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USDA Memo SP 11-2026 Simplified Geographic Preference Procurement in Child Nutrition Programs

On September 9, 2026, the United States Department of Agriculture's (USDA) Food and Nutrition Administration (FNA) published the direct final rule (the rule) with comment period, Simplified Geographic Preference Procurement in Child Nutrition Programs (91 FR 57245), effective November 9, 2026. Geographic preference is an option first authorized by the 2008 Farm Bill to encourage institutions operating Child Nutrition Programs (CNPs) to purchase unprocessed locally grown and locally raised agricultural products.

The rule does not change policy or implementation of the geographic preference option — it simply clarifies existing requirements to make the geographic preference option easier to understand and use across the National School Lunch Program (NSLP), School Breakfast Program (SBP), Special Milk Program for Children (SMP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP), collectively known as the CNPs for the purposes of this memo.

The memo covers the purpose of the rule, changes made by the rule, and geographic preference option overview. FNA expects that clearer regulations will help CNP operators use the geographic preference option more frequently, resulting in increased procurement of local, unprocessed agricultural products in CNP meals and snacks. The rule clarifies the existing strategies available through the geographic preference option, including affirming that CNP operators have maximum flexibility to adopt their own definitions of "local" and that the regulations do not prescribe a Federal definition for the purpose of procuring local foods for CNPs. The changes are customer-focused and intended to simplify program regulations and make them easier to understand. Changes do not alter the meaning of the regulations nor their implementation.

In summary, the rule:

- Replaces "procurement specification" with "product specification" to align with industry terminology.
- Replaces "selection criteria" with "defined scoring advantage" to align with FNA policy guidance.
- Affirms that CNP operators have the flexibility to prescribe the way that a defined scoring advantage is applied and the amount of preference given to a product that meets their definition of local.
- Reformats the regulatory text to make it easier to read and reference.
- Incorporates implementation guidance to clearly describe how geographic preference strategies may be applied during the procurement process as a local product specification, a defined scoring advantage during bid evaluation, or a mix of both strategies.
- Clarifies that CNP operators may use, but are not limited to, the phrases "local," "locally grown," "locally raised," and "locally caught" in their solicitations.
- Removes the undefined term "minimally processed" since all allowable food handling and preservation techniques are specified in the definition of "unprocessed agricultural products."
- For SBP, SMP, CACFP, and SFSP, revises regulations to refer to NSLP geographic preference option regulations for consistency.

Memo SFS-26-051 Verification Response Rates for SY 2026-2027

- The verification method to be used for SY 2026-2027 is dependent on each SFA's non-response rate from SY 2025-2026.
- SFAs with a non-response rate of 20% or greater must use the Standard/Basic method for verification in SY 2026-2027.
- SFAs with a non-response rate of less than 20% may use any verification method [Standard/Basic, Alternate 1 (Random), Alternate 2 (Focused)] in School Year 2026-2027.
- ***Reminder:** the Standard/Basic method is a 3% sample of free and reduced apps, utilizing error-prone applications.

Refer to these resources to assist in the Verification Process:

1. USDA's [Verification Toolkit](#)
2. LDOE DNS annual Verification Process webinars on Louisiana Fit Kids' website
 - a. The Verification Process - Part 1 (9/15/2026)
 - b. The Verification Process - Part 2 - Completing the Verification Summary Form (11/17/2026)
3. LDOE [Verification Guide - Process and Reporting by SFA Type](#)



The verification method to be used for School Year 2026-2027 is dependent on each School Food Authority's (SFA) non-response rate from School Year 2025-2026. SFAs with a non-response rate of 20% or greater must use the Standard/Basic method for verification in School Year 2026-2027.

SFAs with a non-response rate of less than 20% may use any verification method [Standard/Basic, Alternate 1 (Random), Alternate 2 (Focused)] in School Year 2026-2027.

*Reminder that the Standard/Basic method is a 3% sample of free and reduced apps, utilizing error-prone applications.

Refer to these resources to assist in the Verification Process:

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3. LDOE [Verification Guide - Process and Reporting by SFA Type](#)

Memo SFS-26-052 Commodity Storage Fee Payments

- Over the past few years, the LDOE has had sufficient administrative funds available at the end of the Federal program year to enable the agency to provide assistance with the cost of commodity storage fees paid by SFAs.
- This year, the LDOE has determined that sufficient funds are available to once again provide SFAs with assistance towards their commodity storage expenses.
- Based upon the **costs charged by LDAF and payments received by LDAF between October 2025 and September 2026**, USDA administrative funds available to the LDOE were applied toward those amounts.
- According to the LDOE Appropriation Control staff, payments went out on September 18, 2026, via EFT Commodity Storage Fees Payment.



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According to the LDOE Appropriation Control staff, payments went out on September 18, 2026, via EFT Commodity Storage Fees Payment.

If you have any questions, please contact our office at 225-342-9661 or email childnutritionprograms@la.gov

August Medicaid Free Lunch and Medicaid Reduced Lunch loaded to eScholar DirectMatch

August 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 # 14514
- Medicaid Reduced Lunch # 14507
- Medicaid All # 14521

Non-Public Schools:

- Medicaid Free Lunch # 14539
- Medicaid Reduced Lunch # 14572

For assistance, please email Architha.Yerramalla@LA.GOV



August 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 # 14514
Medicaid Reduced Lunch # 14507
Medicaid All # 14521

Non-Public Schools:

Medicaid Free Lunch # 14539
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Revised Professional Standards Resources

Team Nutrition recently revised three (3) Professional Standards resources which support school nutrition professionals as they successfully operate the National School Lunch Program (NSLP) and School Breakfast Program (SBP).

The revised resources are:

- [Summary of Professional Standards Flyer](#)
- [Guide to Professional Standards for School Nutrition Professionals](#)
- [Professional Standards Training Reward Badges packet](#)

These were revised to include the most current Food and Nutrition Administration policy guidance, specifically hiring flexibilities for school nutrition directors in medium or large local educational agencies.



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After you review the revised [resources](#), be sure to check out the [Professional Standards Trainings and Tracker Tool](#) (PSTTT) which helps school nutrition professionals search for relevant Professional Standards trainings and track their annually required training hours. Note: USDA does not approve nor require specific training programs for school nutrition professionals.

As you plan your professional standards training for the school year, consider aligning with the Harvest to Hallways initiative to highlight meal quality improvements and community engagement. Learn more: <https://www.usda.gov/harvest-to-hallways>.

Fiscal Year 2027 CACFP & SFSP Area Eligibility Data Now Available

USDA's Food and Nutrition Administration (FNA) announced that the Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP) Area Eligibility Mapper has been updated for Fiscal Year (FY) 2027. <https://www.fna.usda.gov/cn/area-eligibility>

At the beginning of each fiscal year, USDA releases a special tabulation of American Community Survey data provided by the United States Census Bureau, which can be used to establish area eligibility in CACFP and SFSP. To make the data easier to use, the data release is accompanied by an interactive mapping tool, which now reflects the FY 2027 update.

The data set is also available for download on USDA [open data site](#)

To learn more about using census data to establish area eligibility for CACFP and SFSP, please review USDA memo SP 08-2017, CACFP 04-2017, SFSP 03-2017, Area Eligibility in Child Nutrition Programs. <https://www.fna.usda.gov/cn/area-eligibility-memo>



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The data set is also available for download on USDA [open data site](#)

To learn more about using census data to establish area eligibility for CACFP and SFSP, please review USDA memo SP 08-2017, CACFP 04-2017, SFSP 03-2017, Area Eligibility in Child Nutrition Programs. <https://www.fna.usda.gov/cn/area-eligibility-memo>

Louisiana Farm to School Recognition Program

LSU AgCenter's Seeds to Success: Louisiana Farm to School Program is introducing a new statewide recognition program.

The Louisiana Farm to School Recognition Program, presented by Emeril Lagasse Foundation, will celebrate educators, community leaders and schools helping advance farm to school work in communities across the state.

Louisiana F2S Excellence in Extension

Louisiana F2S Champions

Show How You Grow Award



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The Louisiana Farm to School Recognition Program information was sent out in an email blast to all SFAs.

To celebrate the 10th anniversary of the Louisiana Farm to School Conference and the growth of farm to school programming across Louisiana, LSU AgCenter's Seeds to Success: Louisiana Farm to School Program is introducing a new statewide recognition program.

The Louisiana Farm to School Recognition Program, presented by Emeril Lagasse Foundation, will celebrate educators, community leaders and schools helping advance farm to school work in communities across the state. All award recipients will be invited to attend the Louisiana Farm to School Conference on October 28 in Baton Rouge, with assistance provided for registration fees to help ensure their participation in the award ceremony.

Louisiana F2S Excellence in Extension

Recognizes a Louisiana Extension professional whose work is advancing farm to school programming within the state. Recommendations will be sought from the LSU and Southern University Extension networks. The recipient will receive \$500 in materials to support their continued farm to school programming. Refer to the attachment in the email blast to submit a recommendation.

Louisiana F2S Champions

Recognizes five community members, one from each state region, whose work is making an impact on farm to school programming in their communities. This recognition is intended for individuals outside of LSU AgCenter. Nominations will be sought from the public and through Extension. Each honoree will receive a \$500 award in recognition of their work. Refer to the attachment in the email blast to nominate a champion. .

Show How You Grow Award

Recognizes schools and early childhood education centers for the impact of their farm to school programs and their vision for continued growth. Nominees will be asked to submit a project proposal highlighting the history and impact of their program as well as plans for the future. The top three nominees will be invited to present their programs during a general session at the Louisiana Farm to School Conference, with awards presented following the presentations. Refer to the attachment in the email blast to submit a project.

Award Levels

- 1st Place: \$1,000
- 2nd Place: \$750
- 3rd Place: \$500

2026 Equipment Assistance Grant

LDOE was selected to receive the FY 2026 Child Nutrition Equipment Assistance Grant

LDOE is in the process of getting the necessary forms completed and returned to USDA to receive the funds

The eligibility and procedures will be the same as in previous years

Equipment assistance grant training is scheduled for October 13th at 1:00

- Register on LA Fit Kids website

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



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LDOE is in the process of getting the necessary forms completed and returned to USDA to receive the funds.

The grant eligibility and procedures will be the same as in previous years.

The Equipment assistance grant training date is scheduled for October 13th. Please register on LA Fit Kids website.

Trainings and Events



Upcoming LDOE Trainings

October

Monthly Call - October 6th

Equipment Assistance Grant - October 13th

November

Monthly Call - November 10th

Verification Summary Form - November 17th

Register on LA Fit Kids website

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



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Let's go over some upcoming LDOE trainings.

Today, October 6th is our monthly call.

Equipment Assistance Grant training will be on October 13th.

The November monthly call will be on November 10th due to the holiday.

The Verification Summary Form training will be on November 17th.

Register on LA Fit Kids website

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

Louisiana Farm to School Conference

Attendees will participate in engaging sessions led by farm to school champions and build lasting relationships to nurture healthier futures for Louisiana's young learners.

This conference is ideal for school nutrition professionals.

Registration is required to attend.

<https://lsuagcenter.regfox.com/2026-louisiana-conference>

The cost is \$35 per person and will include a light breakfast, lunch, refreshments, and sessions throughout the day.



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Join Seeds to Success: Louisiana Farm to School Program for our annual Farm to School Conference in Baton Rouge on October 28th. The annual conference will take place at the Cook Hotel and Conference Center from 8 am to 3:30 pm.

The annual Louisiana Farm to School Conference brings together educators, farmers, school nutrition staff, school administrators, and community leaders from across the state to learn, share, and connect. This year's theme, Ten Years of Growing Together, highlights the impact of fresh ideas and strong partnerships in creating healthier school food systems. Attendees will participate in engaging sessions led by farm to school champions and build lasting relationships to nurture healthier futures for Louisiana's young learners. Please help us spread the word to your community of farmers, educators, child nutrition professionals, students, Master Gardeners, community members, and others that would benefit from learning about school gardens, education, local food systems, Louisiana agriculture, and healthy school meals!

This conference is ideal for school nutrition professionals.

Registration is required to attend. <https://lsuagcenter.regfox.com/2026-louisiana-conference>

The cost is \$35 per person and will include a light breakfast, lunch, refreshments, and sessions throughout the day.

National School Lunch Week



Explore promotional materials, activity ideas, marketing resources, and more information, please visit the [School Nutrition Association website](https://schoolnutrition.org/about-school-meals/national-school-lunch-week/)



National School Lunch Week will be celebrated October 12-16, 2026.

This year's Cafeteria Circus theme shines a spotlight on the creativity, teamwork, and dedication that make school meals a daily success.

Explore promotional materials, activity ideas, marketing resources, and more information, please visit the School Nutrition Association website.

<https://schoolnutrition.org/about-school-meals/national-school-lunch-week/>

Louisiana Tray of the Week

Louisiana Tray of the Week

August 17, 2026 - May 14, 2027

The Louisiana Tray of the Week Campaign is a year-long initiative celebrating high-quality school meals and the dedicated work of School Nutrition Professionals across the state. The campaign promotes excellence and inclusivity for all programs—regardless of size, location, or social media presence.



Each week, the Louisiana Fit Kids Team will highlight at least one school meal tray served within the past 1–4 weeks.

Meal photo submissions must meet the following criteria:

- 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.



LouisianaFitKids.com

Help us
showcase
Louisiana
school meals!

Email your tray photos to: louisianafitkids@pbrc.edu



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Louisiana Tray of the week will take from August 17, 2026 - May 14, 2027 for the 26-27 SY.

The Louisiana tray of the week campaign is a year long initiative.

Each week the Louisiana Fit Kids team will highlight at least one school meal tray served within the past 1-4 weeks.

Email your tray photos to louisianafitkids@pbrc.edu.

When submitting your meal tray photos:

- The meal should meet the SBP or NSLP meal pattern, clearly showing all components
- Include a short description of the menu items
- Indicate the school where the meal was served
- Provide the date of service
- The food should be attractively plated on the tray
- The tray should be an accurate representation of what your students selected or could select

QUESTIONS

Contact LDOE Division of Nutrition Support
(225) 342-9661

ChildNutritionPrograms@LA.GOV



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(225) 342-9661
ChildNutritionPrograms@LA.GOV