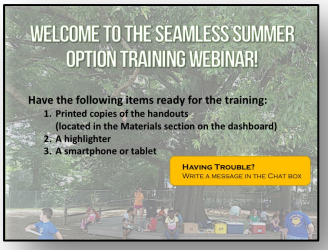
Participant Workbook for
SEAMLESS SUMMER OPTION PRESENTATION
presented by Brenda Merritt and Robert Wheeler
SSO Webinar, February 2016



WHY OR WHY NOT SSO? SLIDE 6

- SSO provides free summer meals in low income areas during the traditional _____, periods.

REQUIREMENTS TO OPERATE SSO SLIDE 7

- Only SFAs administering the _____ or _____ may participate in the SSO.
- The SFA must commit to feeding children in the community within the geographical boundaries of a school where at least _____of the children are certified eligible for free or reduced priced school meals or using census data.
- Demonstrate administrative and financial _____.

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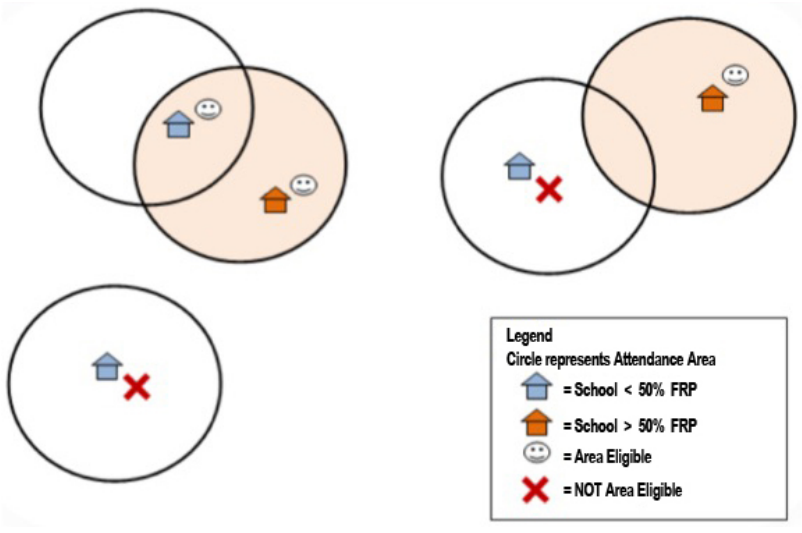
TYPES OF SITES SLIDES 9 – 11

1. Serves all children through age 18 and 19 or older with a physical or mental disability.
2. An OPEN site will find that the number of children in attendance needs to be limited due to security, safety, or control.
3. Open sites where each stop must be area eligible and meal service must be supervised.
4. Serves children in a specific program or activity and only an identified group of children (enrolled).
5. May be residential or non-residential (day camp) and must offer regularly scheduled food service as part of organized program for enrolled children. Only meals served to children through age 18 who are eligible for free or reduced price school meals may be reimbursed.
6. Considered to be an open enrolled site since it is certified by the Migrant Agency and any child in the area may come to eat.

A. Restricted
B. Migrants
C. Camps
D. Mobile Sites
E. Closed Enrolled
F. Open Site

DETERMINING AREA ELIGIBILITY SLIDES 13 - 14



- SFAs may document the area eligibility of their proposed open or restricted open sites on the basis of _____.

HOW TO GET SSO SITE APPROVAL SLIDE 19

All sites must be approved before the _____ is served.

MEAL TYPES SLIDE 29

- At **open, restricted open, and closed enrolled sites**: a maximum of two meals, such as lunch and breakfast, or lunch and one snack, breakfast and one snack, or one snack and supper may be claimed per _____ per _____.
- At **camps:** a maximum of _____ meals, such as breakfast, lunch, and supper or breakfast, lunch and one snack, may be claimed per child per day.
- At **migrant sites:** a maximum of three meals, such as breakfast, lunch, and supper or breakfast, lunch and one snack, may be _____ per child per day.

MEAL SERVICE SLIDES 30 - 32

- An SFA _____offer versus serve, but it is not required at SSO sites.
- Breakfast must be served to a child in the morning hours. Lunch must be offered between _____unless approved for an alternate time.
- Snacks must be _____ and _____spaced between other meal service times to minimize food waste and ensure good nutrition practices.
- All sponsors must plan, prepare, and order meals with the objective of providing _____ per _____ at each meal service, and must ensure that entire meals and food components are not leftover and unusable on a frequent basis.

MEAL PATTERN SLIDE 35

- _____ requirements for the Seamless Summer Option are the same as those of the National School Lunch Program which includes snacks as well as lunch and the School Breakfast Program.
- SFAs operating open and restricted open sites may include the use of a single _____ group meeting the minimum meal pattern requirements for the most common age/grade group attending the site.

PRODUCTION RECORDS SLIDE 36 - 37

- Production _____ must keep production records for all foods prepared.
- _____ Production Records are required at each site. This production record will list the menu, the number of items sent to the site for each component and should be completed with items remaining after meal service (leftovers).

FOOD SAFETY SLIDE 38

In order to keep food safe in the hot days of summer _____ must implement the food safety plan.

MEAL COUNTING SLIDES 42 – 43

Counting and Claiming requires:

- *Site Tally Sheets*
- *Individual Site Production Records*
- *DE112 # of breakfasts served*
- *DE113 # of snacks served*
- *DE118 # of lunches served*
- *DE120 Non-reimbursable sales*
- *DE121 Meal Production Record*

- The NSLP rates change on _____ , the June and July claims cannot be combined.
- Meal counts should represent only the number of reimbursable meals _____ _____ to children. Only complete meals served to eligible children can be claimed for reimbursement.

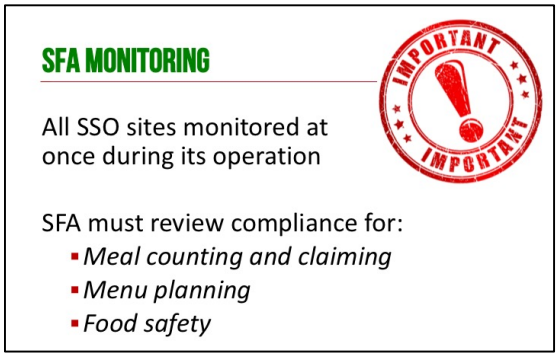
- Meals must be counted at the actual _____.

  That is, meals are counted as they are served, to ensure that an accurate count of meals served is obtained and reported.

PUBLIC NOTIFICATION SLIDE 44

You will need to note how each site (**excluding closed enrolled sites)** will advertise the availability of meals to the _____ community. Be sure every site (except any closed enrolled sites) is promoted!

SFA MONITORING SLIDES 57 - 63



- Each year SFAs are required to review all of their Seamless Summer Sites _____ during its operation.
- The meal counting system should produce an accurate count of reimbursable meals actually served to eligible children, including correct application of _____ requirements.
- The reviewer must also determine if meals counts are accurately consolidated and _____ to the claim.
- The monitor would need to verify that the _____ being served at each site is applicable to the age/grade group in attendance. Menus should be served as planned.

STATE MONITORING SLIDES 63

GaDOE **will** review seamless summer sites for an SFA if concerns arise about _____ of the seamless summer operations even if an Admin Review is not scheduled.

Admin. Review is scheduled for:

ADMIN. REVIEW	SSO SITE REVIEW
SY 2015-16	Summer of 2016
SY 2016-17	Summer of 2017

ITEMS FOR REVIEW

- *DE0107 for SFA*
- *On-Site Review Forms*
- *Copies of advertising*
- *Training documentation*
- *Materials with non-discrimination statement*
- *Menus*
- *SSO Site Approval*
- *Sponsor/Site Agreements*
- *Free & Reduced Documentation*
- *Meal Counting Documentation*
- *DE0106 for claiming schools*
- *Civil Rights Policy*
- *Foreign language material*
- *Annual civil rights training*
- *Non-discrimination statement*
- *Complaint procedures*
- *Complaint documentation*

NOTES

ANY QUESTIONS?
CONTACT US!
WE'RE HERE TO HELP.

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