

Balancing Act:

Ensuring Access and INTEGRITY in Rural Non-Congregate Summer Feeding Programs

DECEMBER 9, 2024

Summer Nutrition Summit 2024



Session Moderators



Mariela Donis Share Our Strength



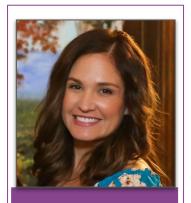
Robin Hernandez, R.D. Share Our Strength

Agenda

- Examine common integrity measures used in 2024
 - Sponsor Survey Data
- Panelist Presentations
- Q & A Session
 - Notecards
- Group Activity
- Closing



Meet Our Panelists



Sharon Muñoz
Nutrition Specialist
Supervisor
Lodi Unified School
District,
California



Diane Pain
Director of School
Nutrition
Troup County
Schools,
Georgia



Melissa Hutchins
Resident District
Manager,
Chartwells,
Troup County
Schools,
Georgia



Veronica
Stephens
Sr. Pgm. Director
East Tennessee
Human Resource
Agency,
Tennessee



Karla Boudreaux
Horton, MS, RD,
LDN, SNS
Child Nutrition
Program Supervisor,
Bossier Parish
School Board,
Louisiana

Disclaimer

Our speakers represent their own experience with non-congregate summer meal programs in their states and localities. Certain program models and implementation methods may be restricted in some states. Check with your local state agency before implementing any new meal service models or implementation methods.





Sharon Muñoz

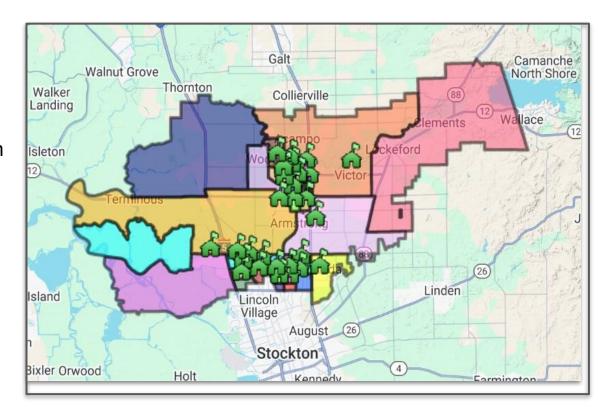
- Nutrition Specialist at Lodi Unified School District.
- Led Integrity Plan and Reservation System for the 2024 Rural Non-Congregate Program, serving 250,000+ meals.
- Bachelor's in Nutrition Science from Purdue Global University.
- 20+ years in food service, marketing, and event coordination.
- ServSafe certified instructor and proctor.
- 2024 One in a Melon Award for Farm to Summer.
- Serving the district where she was educated K-12.





Lodi Unified School District

- Lodi Unified School District (Lodi USD) spans 350 square miles.
- Cal EnviroScreen 4.0 ranks environmental vulnerability from 10% (suburban) to 95% (inner-city).
- 100% Community Eligibility
 Provision (CEP) District

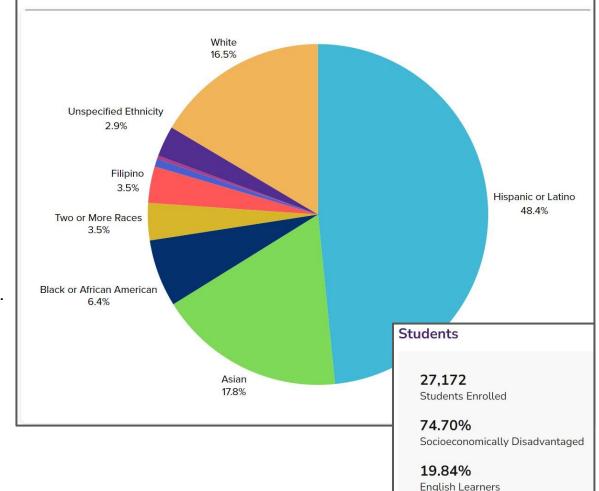




Lodi USD Demographics

- San Joaquin County has a 15.6% food insecurity rate, with 68% of families at or below 185% of the poverty line, affecting 32,690 children.
- Ed-Data.org reports Lodi USD has an ethnic diversity index of 53 and 72% free/reduced meal eligibility.
- 48.8% Hispanic/Latino students.
- Approximately 200 migrant students are currently enrolled.







10-Day Grab & Go Model

Breakfast & Lunch - Offer Versus Serve 20 Meals Per Registered Child

- 1 Non Congregate Site 100% CEP District
 - Community Center Registration
 - Elementary School Distribution
 - 20 Congregate Sites
- 4 Service Dates: 6/6, 6/20, 7/9, 7/19
- Pre-Registration through live google form
 - Paper Registration available
- Over 3,200 Children Served each service
- Approximately 1,500 Vehicles & 64,000 meals per day.



Lockeford, CA - Population 3,521

- Located 7 miles east of Lodi,CA
- Total households is 1,165

257,480 Total Non Congregate Meals Served



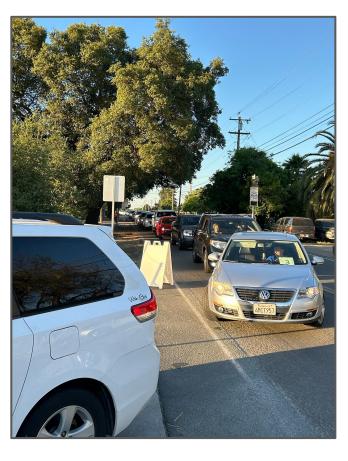
Registration - Neighboring Community Center Parking Lot





- Live Reservation System via Google Forms
- 4 Registration Booths
- Ipads & Hotspots
- Paper registration
- Over 1,500 Vehicles
- Multi-Family pick up encouraged to decrease traffic congestion.









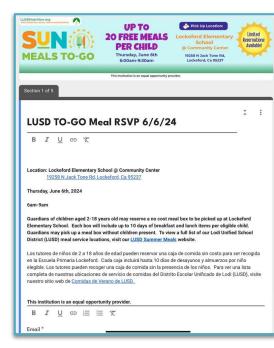
Integrity Plan

Digital Reservation System

- Guardian name, phone number (identifier), child's name & age, email (optional).
- Attestation statement:
 - I understand that my children are eligible to receive one breakfast and one lunch per calendar day and I agree to receive a Multiday Meal Box instead of daily meals.
 - My children will <u>not</u> receive any school meals from a Lodi Unified School District (LodiUSD) campus or other LodiUSD meal service program between the dates of Tuesday, July 9th through Thursday, July 18th.

July 18th.
 Timestamp activates on google form upon registration.
 Develops a live database of guardians picking up meals.
 Administrative Review: Tested and Approved.

MEALS TO-GO
Pick Up Location:
Line starts at N Jack Tone Rd
& Brandt Rd
Lockeford, CA 95237
Thursday, June 20th
6:00am-9:00am
For additional for the Interdiction as recent on
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ALL CHILDREN AGES 2 to 18



Children aged 2 to 18 years old may receive one free breakfast and lunch per day at a single-day service location listed below. Guardians may choose to reserve up to 10-days worth of meals at our multi-day service location as an alternative to our daily service locations.

Lodi

• Hutchins Street Square

Breakfast 7:15am-7:45am

Lunch 11:00am-11:45am

Breakfast 7:40am-8:10am

Leroy Nichols Elementary

Breakfast 7:45am-8:15am

Lunch 11:00am-12:00pm

June 3rd - June 28th

1301 S. Crescent Ave.

June 3rd - July 12th

· Lodi High School

3 S. Pacific Ave

Lodi Public Library

201 W Locust St.

201 W Locust St.

June 4th - July 23rd Lunch 12:00pm-1:00pm

Needham Elementary*

June 3rd - July 19th

Lunch 11:45am-12:15pm

June 3 - July 26

125 S. Hutchins

June 3 - June 28

721 Calaveras St.

Lawrence Elementary

- Beckman Elementary June 3 - June 28 Breakfast 7:45am - 8:15am Lunch 11:00am - 12:00pm 2201 Scarborough Dr.
- Boys & Girls Club June 3 - July 19 Breakfast 8:30am - 9:00am Lunch 11:30am - 12:30pm 275 Poplar St.
- Elkhorn Elementary June 3 - July 26 Breakfast 7:30am - 8:00am Lunch 12:00pm - 12:30pm
- · First Baptist Church July 8 - 12 Lunch 11:45am - 12:15pm 267 S Mills Ave
- Grace Point Church June 3 - 7 Lunch 10:00am - 10:30am 801 S. Lower Sacramento
- Hale Park June 3 - July 12 Lunch 12:00pm - 1:00pm 209 E. Locust St.
- Heritage Elementary* June 3 - July 19 Lunch 12:30pm - 1:00pm 509 E. Eden St.

- Ansel Adams Elementary June 3 - June 28 Breakfast 7:45am-8:15am Lunch 11:00am-12:00pm 9275 Glacier Point Dr.
- Creekside Elementary* June 3 - July 19 Lunch 10:45am-11:15am 2515 Estate Dr. Lunch 11:00am - 12:00pm
 - Delta Sierra Middle School June 10 - June 28 Breakfast 7:30am - 8:00am Lunch 10:00am - 11:00am 2255 Wagner Heights Rd
- · McNair High School June 3 - July 12 Breakfast 7:30am - 8:00 Lunch 10:00am - 11:00am Breakfast 7:30am - 8:10am 9550 Ronald E. McNair Way Lunch 10:00am - 11:00am
 - Parklane Elementary* June 3 - July 19 Lunch 10:00am - 10:30am 8405 Tam O'Shanter
 - Wagner-Holt Elementary June 3 - June 28 Breakfast 7:45am - 8:15am Lunch 11:00am - 12:00pm 8778 Brattle Pl.

* Food Truck Locations SCHOOL SITES CLOSED June 17 & July 4

6/20, 7/9, 7/19 6am-9am

Grab & Go Pick Up

RSVP Required for Grab & Go Pick Up



Contact us: LUSDNutrition.org meals@lodiusd.net (209) 331-7155

Dates & Times Vary by Location

Integrity Plan Continued Communications Campaign

- Partnership with Lodi USD communications department.
- District-wide comprehensive cell phone data base.
- Real-time text updates, ensuring timely communication with guardians.
- Flyers through Peachiar & email.
- Website & social media posts.
- Banners at congregate sites with QR Code.
- Physical flyers with QR code.
- Reservation system linked to locations flyer.
- Flyers, emails, & google form all integrate coordinated message on service options.

"Children aged 2-18 years old may receive one free breakfast & lunch per day at a single-day service location listed below. Guardians may choose to reserve up to 10-days worth of meals at our multi-day service location as an alternative to our daily service locations."

For additional Summer Meal Locations: Text the word "FOOD" or "COMIDA" to 304-304 This institution is an equal opportunity provider.

Banners with QR Code





California Department of Education (CDE) - Guidance

Parent/Guardian Meal Pick Up

- 1. In accordance with 7 CFR 225.16(i)(2), approved sponsors may distribute meals to parents or guardians to take home to their children. Sponsors electing this option must have written documented procedures in place, to ensure that meals are only distributed to parents or guardians of eligible children and that duplicate meals are not distributed. **Procedures must be on file at the feeding site and be made available to the CDE upon request.**
- 2. A parent/guardian is an individual that maintains a caregiver relationship between themselves and the child on the day of the meal service (SFSP 08-2024, SP 15-2024 Question 26).
- 3. Individuals caring for groups of unrelated children **formally enrolled in care** are not considered guardians and cannot collect program meals on behalf of parents or guardians for children attending their childcare (SFSP-08-2024, SP 15-2024 Questions 26 and 27).

<u>Unique Measures - Multi-Family Pick Up</u>: leveraged "Guardian for the Day" guidance to eliminate traffic congestion & reduce wait times, while simultaneously increasing access to more families.



THANK YOU

Contact: smunoz@lodiusd.net







Troup County School System



Diane Pain
Nutrition Director

During her 10 years in **Troup County, Diane has** worked to increase access to healthy meals for students and started the first summer meal program in Troup County. Prior to this, Diane worked as the Contract **Compliance Supervisor** overseeing the Nutrition **Department for Duval County Public Schools in** Jacksonville, FL.



Melissa Hutchins

Resident District Mgr. for Chartwells Melissa started her career in Troup a little over 6 years ago and has been in school nutrition for a total of 10 years. Prior to this, Melissa spent 14 years in the restaurant foodservice industry. She has a passion for service and brings her operational knowledge to help support the success of each program in Troup County. While in Troup, Melissa has worked closely with Diane Pain to promote the program and grow participation in all meal programs.

Troup County Schools-Community Background

Troup County, GA is a rural community located in west central GA; it is about 414 square miles and has approx. 70,000 people. All neighboring counties are rural with little to no industry found in those communities.

It is comprised of three towns: Hogansville, LaGrange, and West Point.

White=58%; Black=37%; Asian=2%; Multiracial=2%; Other=1% Hispanic or Latino=5%

All schools in Troup County are 100% CEP.



Program Model - Mobile Distribution

- Troup County Schools used a refrigerated truck to distribute meals via set routes due to lack of public transportation.
- 7 breakfast and lunch meals distributed per child.
- Distribution sites included low income housing, libraries, churches, apartment complexes.
- Meals were distributed via three routes in different areas of the county.
- Two routes had 5 stops with distribution done on Monday.
 LaGrange-approx 500 student meals
 Hogansville-approx. 100 student meals
- One route had 3 stops with distribution done on Wednesday.
 West Point-approx. 200 student meals









Summer Nutrition Summit 2024

Integrity Plan - State Approval

- Speak with State Area Consultant prior to implementation for verbal approval. Then begin talking with community members.
- All sites must be USDA Area Eligible and submitted to Area Consultant: https://www.fns.usda.gov/cn/area-eligibility
- All sites must be located in a USDA Rural Designation and submitted to Area Consultant: https://www.fns.usda.gov/sfsp/rural-designation
- Mobile route showing stops must be approved by State Area Consultant and entered into State database prior to implementation.



Integrity Plan - Information Collection

- Create a Master Distribution List on Google Sheets.
- Parents call in to our central office to register; it was sorted alphabetically by parent/guardian last name.
- This list is updated only by personnel at the central office; names were checked for duplication prior to being added.
- Information Collected: Parent/Guardian Name, Children's Names,
 Phone Number, Pick Up Location, Number of Meals
- Parent/child names checked off as meals were picked up













Integrity Plan-Food Safety and Distribution

- Temperature logs are required. Temperatures must be taken at each stop.
- Distribute menus to each family (State Requirement) so they can see what foods are to be eaten as one meal. Our meals are packed in 3 bags per student-frozen, cold, and milk.
- Reheating instructions given to each family (State Requirement).
- Ensure that any leftover food will not expire prior to the next delivery; use first in, first out.

Integrity Plan - Mobile Distribution

- Same staff used at all distribution sites.
- Relatively small community so many people know one another.
- Distribution timeframes are short–from 15 minutes to 45 minutes prior to moving to the next stop.
- Required to serve any eligible families that did not register; their names were added to the distribution list.
- No identification was required to be shown for meal pick up (per State guidance.













Thank You!

Troup County Contact Information: 706-883-1588 paindm@troup.org



Veronica Stephens
Senior Program Director
East Tennessee Human
Resource Agency
Knoxville, Tennessee



Veronica is a graduate of Berea College in Berea, KY where she obtained a bachelor's degree in Child Development. She has been with East Tennessee Human Resource Agency (ETHRA) for 34 years. She has been involved with the Child Care Food Program and the Summer Food Program her entire career at FTHRA. As the Senior Program Director, she is responsible for all the Child Nutrition Programs.

About ETHRA:

ethra East Tennessee Human Resource Agency

- Since 1973, our mission is to help families and individuals remain independent with opportunities to succeed.
- Connecting children, seniors and families with meals, SNAP and other wrap-around services.
- ETHRA serves as summer meals sponsor.
- Partners with school districts, churches and other non-profit organizations.

Program Quick Stats



2024 Summer Food Program Meals Served

571,037 Breakfasts 570,137 Lunches 3,739 Snacks 1,229 Suppers

2024 Summer Food Program Budget

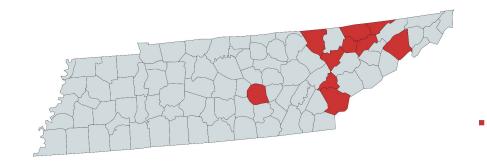
\$4,681,692





Program Model

- Served Multi-County Area
 - Served 10 counties in 2024.
 - As many as 15 counties in the summer.
- Non-Congregate AND Congregate Sites
- 2024 Sponsored 109 Sites with 18 of those sites Non-Congregate drive-thru, Grab N'Go sites



Created with mapchart net



Program Model

- No Commercial Kitchen
 - Contracts with school food services or private vendors to provide summer meals at approved sites.
 - Congregate sites order the number of meals they need each day morning.
- Volunteers for Site Supervisors- Training provided for each site.
- Served as Sponsor
- Partnered with Schools as sites





Unique Integrity Measures

- Registration System- Call School to register
- Created Roster System- Last Name of family, then first name and age of each child picking up for during meal distribution.
- Letter to Parents- Letter given to all children at congregate sites.
- School Food Service Staff Distribute Meals
- School Staff Familiar with students and their families
- Children were registered for the school they normally attended.





Strategic Meal Distribution Times



- Distributed meals at the exact time at each Grab & Go site, example 11:00am-1:00pm
- This was to help prevent families from picking up at more than one distribution site.
- Families were directed to the site that they registered their children.

Car Tags

- Car Tags distributed during first distribution
- Tag included family's last name and number picking up for on tag
- Information compared to created roster
- Participant added to roster if not pre-registered and given tag.
- Car tags assisted in moving the cars through much quicker



Color Bag System

- Insulated Bags Provided by ETHRA at first meal distribution
- Bags added a visual to recognize registered participants.
- Added additional protection for maintaining food temps.
- Bags were color coded for each individual site.
- Parents brought bags back each week for the meal distributions.



Thank You!

Veronica Stephens Senior Program Director

VStephens@ethra.org (865) 705-8437





Karla Boudreaux Horton, MS, RD, LDN, SNS (She/Her/Hers) Bossier Parish School Board Child Nutrition Supervisor

Karla Boudreaux Horton became the head of Bossier Parish Schools' Child Nutrition Program in Louisiana in 2018. Karla received her School Nutrition Specialist certification in 2023, currently serves on the SNA of Louisiana's executive board and has been honored as both a Patriot of the Pandemic and a 2024 Gold Star Recipient. Known as the Energizer bunny in human form, she is passionate about nutrition, people, thinking "outside the box", and learning.

Program Model & Community Background

Bossier Parish in Northern Louisiana

- 839 square miles (50 min. drive from top to bottom)
- Population 130,000 people
- Mix of urban, suburban & rural communities
- 33 schools with ~22,500 students

Non Congregate Program Model

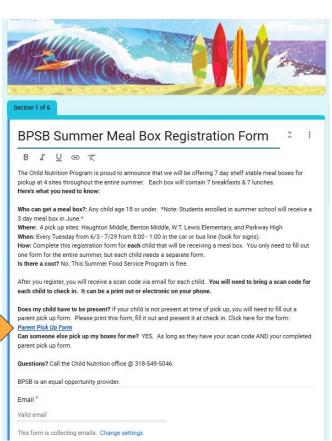
- "Drive Thru" at 4 rural sites
 - North, south, east & central sites
- 1 day/week from 8:00-1:00
- 7 day shelf stable meal boxes (breakfast & lunch)
- 3 day shelf stable meal bags for congregate summer school kids
 - 4 school days/week in June
- RFP: Optimum Foods everyone loved them!
- ~38,000 boxes distributed over 8 weeks = ~532,000 meals







- Google form registration QR code advertised everywhere
- Mass text message to all BPSB parents



Sections:

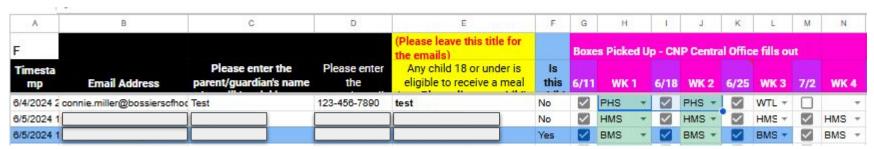
Parent name, child's name, DOB, address, choose distribution dates & locations ** Indicate if child attending congregate summer school in June

Last section:

Parents/guardians certify all info is correct & submit



- Google registration form creates a LIVE spreadsheet for all 4 sites to use "in real time"
 - Intended to enter in student names manually and mark the distribution date and site
 - We added columns G-V (in pink/purple) to the spreadsheet to track meal pick ups
 - Distribution dates dates
 - Location drop down box
 - If it was already filled out, this indicated a duplicate pick up
 - Congregate summer school students were coded BLUE to indicate 3 day bags



This worked, but proved to be challenging & slow



What we learned:

- It was problematic to get child's name if parent pick up form wasn't required
 - Noise, distance from vehicle to the check in tent, language & spelling challenges
- CTRL + F = search box to easily search
- FYI names have to be EXACTLY the same
 - Matthew Brown vs. Matty Brown name provided = won't show up
- Can also search by parent name, address or phone number
- Weather (heat & rain) and power sources were problematic

Result:

- We had to take forms and enter names into the spreadsheet AFTER distribution
- Still allowed us to have integrity, but time consuming
 - Could result in loss of revenue if duplicate meal boxes given out & not able to be claimed
- All forms kept for integrity/audit purposes



- Adjustments made after our 1st week:
 - Technology team created a unique scan code for each child
 - Emails with scan code were sent out to each child with instructions to print & bring
 - We bought scanners & gathered chromebooks
 - At pick up, codes would be scanned & automatically recorded on Google sheet

Parent pick up form provided via email

- Paper copies available on site
- Only needed if child not present
- Scan code sheet could be signed & dated in lieu of pick up form

Corrected Barcode Scan

Parents of:

Email: karla.horton@bossierschools.org

A BIG thanks to all of you who registered for our summer meal boxes. Our first distribution day was challenging and we've been working hard to revise the process to make the lines move much faster. Here's how you can help:

Your child is being assigned a scan code. Please print this corrected scan code out or take a screenshot of it so you can present it at one of the check in lines. If you are picking up boxes for someone else, you will need each of those children's scan codes, too.

If the children are not present, we are required to get a parent pick up form. If you are picking up boxes for a friend, you will need their parent pick up form as well. Here is the form; please print it and bring with you:



Parent Pick Up Form Link

Thank you for your patience and understanding as we refine this process. We assure you that we want the lines to continuously flow and give out as many boxes as we can!

If you have any questions, please email us at childnutrition@bossierschools.org or call our central office at 549-5046. We look forward to seeing you on Tuesdays!





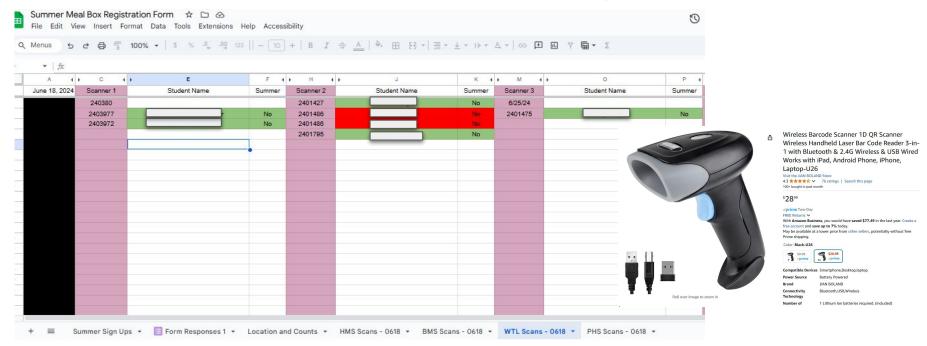
BPSB Summer Meal Box Parent Pick Up Form

If the child is not present at the time of pick up, the parent/guardian must complete this form. PLEASE PRINT LEGIBLY

Parent Name:	Phone Number:				
Address:			- 0,000		
Circle School Pick Up Site:	BMS	HMS	WT Lewis	Parkway	KINNESSE. NO
Child's Name & Scan Code:					Child's Age:
Child's Name & Scan Code:					Child's Age:
Child's Name & Scan Code:	į.				Child's Age:
Child's Name & Scan Code:					Child's Age:
Child's Name & Scan Code:					Child's Age:
Child's Name & Scan Code:	į.				Child's Age:
Child's Name & Scan Code:					Child's Age:
Signature of Person picking up meal box:					Date:

Google Spreadsheet: SCAN CODES

- Codes scanned in drive thru & will show up on live spreadsheet
- If parent tries to pick up at multiple sites, name turns RED alerting that meal boxes already received



- Problems encountered: parent didn't bring scan code
 - You can enter the scan code into spreadsheet with CTRL F (much easier than with names!)

Teamwork makes the dream work!









Thank You!

Want to learn more about what Bossier did? Scan this QR Code!



Teaming up with technology

Distributing 3 day bags & 7 day boxes at same time

Survival tips (what I wish we knew beforehand)

Equipment needed

Storage containers - dry and refrigerated

Logistics for traffic control & more

Karla Boudreaux Horton, MS, RD, LDN, SNS Child Nutrition Supervisor Bossier Parish School Board

Karla.horton@bossierschools.org

318-549-5047



Table Discussion #1:

What do you consider **BEST PRACTICES** in integrity plans? Are there any that we didn't hear about yet today?

 How might integrity measures LOOK DIFFERENT when serving LARGER populations vs. SMALLER populations?



Table Discussion #2:

How can sponsors and state, tribal and territory agencies work **TOGETHER** to ensure integrity in program planning and implementation?

- What can STATE, TRIBAL & TERRITORY AGENCIES do?
- O What can SPONSORS do?



Final Thoughts:

What is one thing you LEARNED today that you would like to implement in summer 2025?



