

**New Mexico Public Education Department
National School Lunch Programs and Healthy Universal School Meals**

This informational chart outlines the differences and similarities between operating the School Breakfast/National School Lunch Programs (SBP/NSLP) with or without Healthy Universal School Meals (HUSM). School Food Authorities may have all Community Eligibility Provision (CEP) schools, Standard schools, or a combination of Standard and CEP schools.

	SBP/NSLP before Healthy Universal School Meals (HUSM) & Private, Bureau of Indian Education, and Tribally Controlled Schools only	SBP/NSLP with HUSM Standard Schools	SBP/NSLP with HUSM (Community Eligibility Provision schools)
Allowable Meals	Breakfast and lunch option to serve both or just one	Must serve both breakfast and lunch	Must serve both breakfast and lunch
School Food Authority (SFA) Eligibility	Approved New Mexico public or private/non-public school district, charter school food authority or Residential Care Institution that participate in SBP or NSLP. Online schools and students not attending a participating in SBP/NSLP schools do not qualify for meals.	Approved New Mexico public school district or charter school food authority that participate in the SBP and NSLP. Online schools and students not attending a participating in SBP/NSLP schools do not qualify for meals.	Approved New Mexico public school district or charter school food authority that participates in the SBP and NSLP. Online schools and students not attending participating in SBP/NSLP schools do not qualify for meals.
Free & Reduced-Price Meal Applications	Must collect and process applications as a part of normal operations. Must follow disclosure requirements, complete verification and direct certification. May use a student's eligibility status from the prior school year for the first 30 days of the new school year (i.e., carryover).	Must collect and process applications as a part of normal operations for Standard Schools. May use a student's eligibility status from the prior school year for the first 30 days of the new school year (i.e., carryover).	Applications are not collected. A SFA with a combination of Standard and CEP schools will need to collect applications for Standard schools only. Must follow disclosure requirements and complete direct certification.

	SBP/NSLP before Healthy Universal School Meals (HUSM) & Private, Bureau of Indian Education, and Tribally Controlled Schools only	SBP/NSLP with HUSM Standard Schools	SBP/NSLP with HUSM (Community Eligibility Provision schools)
<u>Federal Reimbursement Rates</u>	<p>Federal reimbursement rates are updated by the USDA each July.</p> <p>SFAs will receive federal reimbursement based on the number of free, reduced-priced and paid meals claimed.</p>	<p>Federal reimbursement rates are updated by the USDA each July.</p> <p>SFAs will receive federal reimbursement based on the number of free, reduced-priced and paid meals claimed. <i>In addition, SFAs will receive state reimbursement based on the number paid meals claimed (the difference between the federal paid and free rates).</i></p>	<p>Federal reimbursement rates are updated by the USDA each July.</p> <p>SFAs will receive federal reimbursement based on the number of free claiming rate established based on the Identified Student Percentage (ISP). <i>In addition, SFAs will receive state reimbursement based on the number paid meals claimed (the difference between the federal paid and free rates).</i></p>
<u>Meal Claiming</u>	Claim meals by student eligibility (free, reduced-price or paid) in the NMPED Student Nutrition Portal.	Claim meals by student eligibility (free, reduced-price or paid) in the NMPED Student Nutrition Portal.	Claim the total number of meals served each day in the NMPED Nutrition Portal.
<u>Paid Lunch Equity (PLE) Tool</u>	<p>Schools that charge paid students for meals are required to assess their student paid prices annually.</p> <p>If a sponsor has a negative fund balance, they must complete the PLE tool and increase the price of paid lunches based on tool outcome, if applicable.</p>	HUSM SFAs (i.e., have non-pricing schools) or excess cash, are exempt from completing the PLE tool.	HUSM SFAs (i.e., have non-pricing schools) or excess cash, are exempt from completing the PLE tool.
<u>Nonprogram Revenue (NPR) Tool</u>	School Food Authorities are required to determine if the revenue from the nonprogram foods (a la carte, second meals, adult meals, catering, etc.) generates at least the same proportion of revenue as they contribute to the SFA's food cost.		
<u>Unpaid Meal Charges</u>	SFAs must have an unpaid meal charge policy in place and must communicate the policy to all families.	<p>SFAs must follow their unpaid meal charge policy for balances accrued prior to the start of HUSM.</p> <p>Once in HUSM, unpaid meal charges will no longer accrue. It is not recommended to allow students to</p>	<p>SFAs must follow their unpaid meal charge policy for balances accrued prior to the start of Kids Kitchen.</p> <p>Once in HUSM, unpaid meal charges will no longer accrue. It is not recommended to allow students to</p>

	SBP/NSLP before Healthy Universal School Meals (HUSM) & Private, Bureau of Indian Education, and Tribally Controlled Schools only	SBP/NSLP with HUSM Standard Schools	SBP/NSLP with HUSM (Community Eligibility Provision schools)
		charge for a la carte items. SFAs are not required to have an unpaid meal charge policy under HUSM.	charge for a la carte items. SFAs are not required to have an unpaid meal charge policy under HUSM.
Excess Net Cash	If the nonprofit school food service account has a net cash balance exceeding more than three months average expenditures, a spending plan of how the excess cash funds are being invested back into the school meal programs must be submitted to the NMPED for approval.		
Meal Patterns	<p>School Food Authorities must follow SBP and NSLP meal pattern requirements and must plan all menus to meet the grade group requirements for the grade groups served at each site.</p> <p>Offer vs Serve is required for lunch at the high school level, optional (but recommended) at lower levels and at breakfast.</p> <p>The Pre-K meal pattern must be followed for Pre-K students when they eat meals separately from older students.</p>		
Special Dietary Needs	<p>SFAs are required to accommodate special dietary needs when due to a disability and supported with a medical statement. Such accommodations may fall outside of the meal pattern requirements and those meals may still be claimed for reimbursement.</p> <p>SFAs may choose to make accommodations for dietary preferences, but all accommodations must meet meal pattern requirements in order for the meal to be claimed for reimbursement.</p> <p>All SFAs must inform households of their ability to provide reasonable meal accommodations for students with disabilities.</p>	Same	<p>Same</p> <p>In addition, SFAs using tally sheets in place of an electronic point of service are encouraged to develop methods to alert staff of students with special dietary needs in the serving line.</p>

	SBP/NSLP before Healthy Universal School Meals (HUSM) & Private, Bureau of Indian Education, and Tribally Controlled Schools only	SBP/NSLP with HUSM Standard Schools	SBP/NSLP with HUSM (Community Eligibility Provision schools)
Smart Snacks, Competitive Foods & Healthy Beverage Policy	All foods sold on school property during the school day are required to meet Smart Snack Standards and the Healthy Beverage and Competitive Food Sale policies. This includes school stores, outside vending machines, etc.		
Meal Service Times	Meals must be served during a specific time frame and ensure no overlap of meal service. Breakfast must be served before 10 am and lunch between 10 am – 2 pm.	Meals must be served during a specific time frame and ensure no overlap of meal service. Breakfast must be served before 10 am and lunch between 10 am – 2 pm. Students K-5 shall be allowed to have up to 25 minutes of seated lunch time. Recess before lunch is encouraged.	Meals must be served during a specific time frame and ensure no overlap of meal service. Breakfast must be served before 10 am and lunch between 10 am – 2 pm. Students K-5 shall be allowed to have up to 25 minutes of seated lunch time. Recess before lunch is encouraged.
Meal Service Location	Meals must be served to students enrolled in a participating school and consumed on-site. To increase student access to meals, meals may be served in the cafeteria, classroom, or elsewhere (i.e. district run food trucks) on the school campus.		
Annual Program Application	SFAs apply to operate school nutrition programs through the Student Nutrition Portal . SFAs will apply annually before the start of the school year and submit site applications.	SFAs apply to operate school nutrition programs through the Student Nutrition Portal . SFAs will apply annually before the start of the school year and submit site applications. In order to receive the HUSM, state reimbursement, SFAs will select to operate both breakfast and lunch in the annual application.	SFAs apply to operate school nutrition programs through the Student Nutrition Portal . SFAs will apply annually before the start of the school year and submit site applications. In order to receive the HUSM, state reimbursement, SFAs will select to operate both breakfast and lunch in the annual application. CEP Schools will complete validations to establish free claiming percentages at the start of their four-year cycle.

	SBP/NSLP before Healthy Universal School Meals (HUSM) & Private, Bureau of Indian Education, and Tribally Controlled Schools only	SBP/NSLP with HUSM Standard Schools	SBP/NSLP with HUSM (Community Eligibility Provision schools)
<u>Civil Rights</u>	School nutrition staff must complete annual training and follow all civil rights regulations to ensure all eligible persons receive program benefits in a non-discriminatory manner consistent with FNS Instruction 113-1.		
<u>On-Site Monitoring</u>	The on-site monitoring form must be completed by February 1 st of each school year for SFAs with more than one site. Completion of forms must be completed on-site for each site.		
Food Safety Inspections	SFAs must request two food safety inspections from either their local health department each year and implement a food safety plan at each meal site and/or central kitchen. If only one inspection is completed, record of the request for two must be kept on file.		
<u>Local Wellness Policy & Triennial Assessment</u>	SFAs must have a local school wellness policy in place and the policy must undergo an assessment every 3 years, at a minimum.		
Food Service Management Companies (FSMC)	SFAs may contract with a FSMC for no longer than one year, with the options for a yearly renewal not to exceed four additional years.	SFAs may contract with a FSMC for no longer than one year, with the options for a yearly renewal not to exceed four additional years. SFAs should work with their legal counsel to determine if participating in HUSM creates material change in the scope of terms of their FSMC contract. If participation in HUSM creates a material change, SFAs will need to release a request for proposal for a new FSMC contract.	SFAs may contract with a FSMC for no longer than one year, with the options for a yearly renewal not to exceed four additional years. SFAs should work with their legal counsel to determine if participating in HUSM creates material change in the scope of terms of their FSMC contract. If participation in HUSM creates a material change, SFAs will need to release a request for proposal for a new FSMC contract.
Additional Considerations	Benefits for opting into HUSM: <ul style="list-style-type: none"> • Community Eligibility Provision schools: <ul style="list-style-type: none"> ○ Promotes equity and reduces stigma of school meals ○ Eliminates unpaid meal debt once implementing CEP ○ Reduces administrative burden ○ Increase in the number of students who eat breakfast and lunch each day ○ Simplifies meal counting and claiming processes ○ Easier implementation of alternative serving models (e.g., breakfast in the classroom, kiosks, etc.) 		

	SBP/NSLP before Healthy Universal School Meals (HUSM) & Private, Bureau of Indian Education, and Tribally Controlled Schools only	SBP/NSLP with HUSM Standard Schools	SBP/NSLP with HUSM (Community Eligibility Provision schools)
Additional Considerations (cont.)	<ul style="list-style-type: none"> ○ Simplifies the administrative review ○ Opportunities for funding to improve program operations, purchase local food and provide wages/stipends for local foods (starting school year 2024-25) <p>Potential operational needs:</p> <ul style="list-style-type: none"> ● Adequate time to eat and number of lunch periods ● Assess equipment and infrastructure ● Staffing ● Communication to families ● Technology (i.e., point of sale systems, online meal application) 		

