



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch and School Breakfast Programs

FROM: Therese Dandeneau, Education Consultant *Therese A. Dandeneau*
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: December 12, 2012

SUBJECT: Operational Memorandum #05-13
Paid Lunch Price Report

New federal regulations (Subsection 12 (p) of the Richard B. Russell National School Lunch Act and 7 CFR 210.14 (e)(7)) require that school food authorities (SFAs) report their paid reimbursable lunch prices to the State agency for publication by the Food and Nutrition Service (FNS). This memorandum provides guidance on how to report these prices for School Year (SY) 2012-13.

No later than January 4, 2013, SFAs must report their **most frequently charged** price at each of these categories - elementary, middle/junior high and high school levels - to the Child Nutrition Programs office. This information will be consolidated and reported to the United States Department of Agriculture. Below are procedures for determining the most frequently charged price. Please review and report your figures in the box provided in the content of the e-mail notice to Glenda Stuckey at glenda.stuckey@ct.gov no later than **January 4, 2013**.

Determining the Most Frequently Charged Price:

SFAs report the most frequently charged prices of each category established within each SFA at the beginning of each school year. If multiple prices are charged in any category, report the price charged for the majority of paid reimbursable lunches claimed in October. For example, if the paid meal prices for elementary students within an SFA are set at \$1.50, \$1.60 and \$1.75 and the total number of paid lunches in the SFA for the elementary category claimed in October was 1,000, the SFA would need to identify the number of lunches claimed at each price. In this example, if 650 lunches were purchased at \$1.50, 200 lunches were purchased at \$1.60 and 150 lunches were purchased at \$1.75, the “most frequently charged price” in the SFA for the elementary category in this example would be \$1.50 since the majority of the paid lunches claimed in October were charged at \$1.50.

Reporting Requirements:

All SFAs must report and this includes Residential Child Care Institutions. If you are a non-pricing program and do not charge a paid price for your students, you must report this to Glenda Stuckey as well. Additionally, SFAs that have some schools that do not charge for lunches (i.e., Provision 2 schools), would report the most frequently charged lunch price(s) in those schools or categories of schools that do charge for paid lunches.

Questions may be directed to:

COUNTY ASSIGNMENTS	CONSULTANT	E-MAIL	PHONE
Litchfield County New London County	Fionnuala Brown	fionnuala.brown@ct.gov	860-807-2129
Fairfield County Middlesex County (towns/cities beginning with C-E) New Haven County (towns/cities beginning with A-M)	Jackie Schipke	jackie.schipke@ct.gov	860-807-2123
Middlesex County (towns/cities beginning with F-W) Tolland County Windham County	Susan Alston	susan.alston@ct.gov	860-807-2081
Hartford County New Haven County (towns/cities beginning with N-W)	Teri Dandeneau	teri.dandeneau@ct.gov	860-807-2079

TDD

Attachment

Paid Lunch Pricing Report for CT 2013

Column A	Column B	Column C	Column D	Column E
School Food Authority (SFA) Name	Agreement Number	Provision 2 Schools ONLY (Hartford, Bridgeport, New Haven, New London, Klingberg ONLY)	Residential Child Care Institutions ONLY.	Elementary School
Enter the name of your SFA	Enter the five digit Agreement/Sponsor number	If all of your schools are Provision 2 and you do not charge a paid meal price, complete columns A and B and put "n/a" in the box below and return via email to Glenda Stuckey. Otherwise complete Columns A and B and E through G.	Note: If you are a Residential Child Care Institution (RCCI) and you do not charge a paid meal price, complete Columns A and B and put an "n/a" in this box and return via email to Glenda Stuckey.	Enter the most frequently charged paid price for elementary school students (\$X.XX)

Submit to Glenda Stuckey at glenda.stuckey@ct.gov

Return by January 4, 2013.

Paid Lunch Pricing Report for CT 2013

Column F	Column G
Middle/Jr. High School	High School
Enter the most frequently charged paid price for middle/Jr high school students (\$X.XX)	Enter the most frequently charged paid price for high school students (\$X.XX)

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Column A	Column B	Column C	Column D	Column E
School Food Authority (SFA) Name	Agreement Number	Provision 2 Schools ONLY (Hartford, Bridgeport, New Haven, New London, Klingberg ONLY)	Residential Child Care Institutions ONLY.	Elementary School
Enter the name of your SFA	Enter the five digit Agreement/Sponsor number	If all of your schools are Provision 2 and you do not charge a paid meal price, complete columns A and B and put "n/a" in the box below and return via email to Glenda Stuckey. Otherwise complete Columns A and B and E through G.	Note: If you are a Residential Child Care Institution (RCCI) and you do not charge a paid meal price, complete Columns A and B and put an "n/a" in this box and return via email to Glenda Stuckey.	Enter the most frequently charged paid price for elementary school students (\$X.XX)

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Paid Lunch Pricing Report for CT 2013

Column F	Column G
Middle/Jr. High School	High School
Enter the most frequently charged paid price for middle/Jr high school students (\$X.XX)	Enter the most frequently charged paid price for high school students (\$X.XX)