



**CHILD NUTRITION**

NATIONAL SCHOOL LUNCH PROGRAM



# School Operations

Update



TEXAS DEPARTMENT OF AGRICULTURE  
**COMMISSIONER SID MILLER**

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Food and Nutrition Division  
National School Lunch Program

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This institution is an equal opportunity provider.



Updated 7/27/2023  
[www.SquareMeals.org](http://www.SquareMeals.org)



## Attachment B Uploads

- Opens July 1, 2023
- Closes October 31, 2023
- Submit:
  - *School Meal Application*
  - *Application Instructions*
  - *Eligibility template letters used*
- CEs operating CEP or Provision 2 (not in the base year) do not need to complete the Attachment B Upload.

# Attachment B: Uploads Attachments Summary for School Year 2023-2024

Contracting Entities that have been approved:

**580**

Contracting Entities that have NOT started:

**526**

# “Attachment B”

## **Policy Statement for Free and Reduced-Price Meals, Attachment B: Meal Count/Collection Procedure(s) (Attachment B)**

- The CE must include an Attachment B when initially submitting its program application and must review its Attachment B each year. If changes are made to the CE's counting and claiming processes, an updated Attachment B must be submitted for approval immediately.

# Excess Net Cash Resources

- Financial Report Project
- MegaCon Training Sessions - <https://squaremeals.org/FandN-Resources/Events/MegaCon>

[ExcessNetCash-HowtoSpendDownPlan.pdf](#)



# Independent Review of Applications

- Applies only to CEs that received an eligibility error rate of 9% or greater in their previous Administrative Review.
- The CE reviews school meal applications submitted during the current school year and report on those applications that were reviewed October 31, 2023, and earlier.
- The CE must ensure the eligibility determination is correct by having someone other than the determining official review the school meal applications.
- CEs must submit a report of the results to TDA no later than January 15, 2024.

# Non-Congregate Feeding

- CE and site applications must be approved prior to summer feeding operations, including non-congregate feeding.
- Site application must reflect normal congregate operations.
- If there are other CEs in the area operating non-congregate, your application may be delayed.
- Meal service dates, days and times must match the site application in TX-UNPS. Changes to dates and/or times can be made in TX-UNPS and on the NC application. CEs are not required to resubmit a new NC application.



## 23-24 Administrative Review (AR) Schedule

- Announcement Letters to be released soon.
- The list of CEs that will receive an AR in school year 2023-2024 and the focus areas is located here:

<https://squaremeals.org/Programs/National-School-Lunch-Program/Compliance>

★ Please ensure that all information in TX-UNPS, including contact information is correct.