Starting a Mobile Meal Service Model

WEBINAR

January 7, 2020

Professional Standards Learning Codes: 2310, 2440, 2620, 3210, 3510, 4150

Arizona Department of Education (ADE)

This training was developed by the Arizona Department of Education (ADE) Health and Nutrition Services Division (HNS).

Intended Audience

This training is intended for **School Food Authorities (SFAs) operating the National School Lunch Program (NSLP), Summer Food Service Program (SFSP), and Seamless Summer Option (SSO).** All regulations are specific to operating the programs under the direction of ADE.

Objectives

1. Identify the benefits of operating a mobile meal service model.
2. Know the questions to ask to determine if a mobile meal service model is a viable solution for your program.
3. Identify who in your organization you should communicate with to begin your mobile program.
4. Learn the strategies that have been used to implement a successful mobile program.
5. Be aware of the resources available to support you with implementing your mobile program.

School Nutrition Programs Advisory Council

The School Nutrition Programs Advisory Council (SNPAC) is a group of diverse SFAs who bring unique knowledge and skills to help guide ADE Health and Nutrition Services toward our mission of ensuring our customers receive the maximum benefit from the Child Nutrition Programs.

Today, a panel of council members will share their experiences with implementing a mobile meal service model as a solution to the low participation SFAs may be experiencing as a result of virtual or hybrid learning models.

Today's Panel Speakers

Dustin Walker
Director of Child Nutrition
Queen Creek Unified District
SNPAC Spokesperson

Jennifer Gordon
Child Nutrition Services Director
Laveen Elementary District
SNPAC School Nutrition Association Chair

Barb Simington
District Food Service Liaison
Blue Ridge Unified School District

Heather Williams
School Nutrition and Wellness Director
The Leona Group; American Charter Schools Foundation & Kaizen Education Foundation
SNPAC Training and Professional Development Chair

Lindsay Aguilar
Director, Food Services Department
Tucson Unified School District
SNPAC Policy Chair

Anabel Robles
District NSLP Coordinator
PPEP-Tec High Schools

Poll Question

Please choose one of the following responses:

1. I am not doing a mobile meal service model and I haven't considered it yet.
2. I am not doing a mobile meal service model, but I've been thinking about it.
3. I am currently operating a mobile meal service model, or have operated one previously.

A Message from Your SNPAC Spokesperson

Mobile Meal Service: A Win-Win

Benefits:

- Increase meal access for students district-wide
- Reduce food insecurity
- Provide equitable solutions
- Increase department revenue
- Provide labor relief & opportunity for staff

Is Mobile Meal Service Right for You?

Are Mobile Meals Right for Your Community and Food Service Operation?

What questions should you ask?

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- Is transportation an obstacle for your families?

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- Do you have support from community leaders, school administration and your staff?

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Consider the following criteria:

- The infrastructure of your organization and those of your partners
- The resources you have at your disposal
- Your knowledge of what would work best for your community

Are Mobile Meals Right for Your Community and Food Service Operation?

Which meal service format is right for you?

- Food cost
- Labor
- Logistics
- Child preference
- Nutritional value
- Safety

Are Mobile Meals Right for Your Community and Food Service Operation?

Who should you invite to the table?

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- Vendor or Management Company, if applicable

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- Communications Department

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- Teachers
- Communications Department
- School Safety Team

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- Office Manager
- Teachers
- Communications Department
- School Safety Team
- Community Partners

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- Office Manager
- Teachers
- Communications Department
- School Safety Team
- Community Partners
- Governing Board

Poll Question

What do you feel is your biggest obstacle in moving forward with mobile meal service?

1. Support from administration
2. Equipment and supply needs
3. Community participation in the program
4. Outside training support for you and your staff
5. All of the above

Transportation

Transportation

Bringing meals TO students

- Many students rely on transportation provided by the district to get to/from school
- School foodservice is accustomed to a passive audience...
  - If the students are at school, they are more likely to eat school meals
  - *New way of thinking – how do we get meals to students who are not at school?*

Transportation

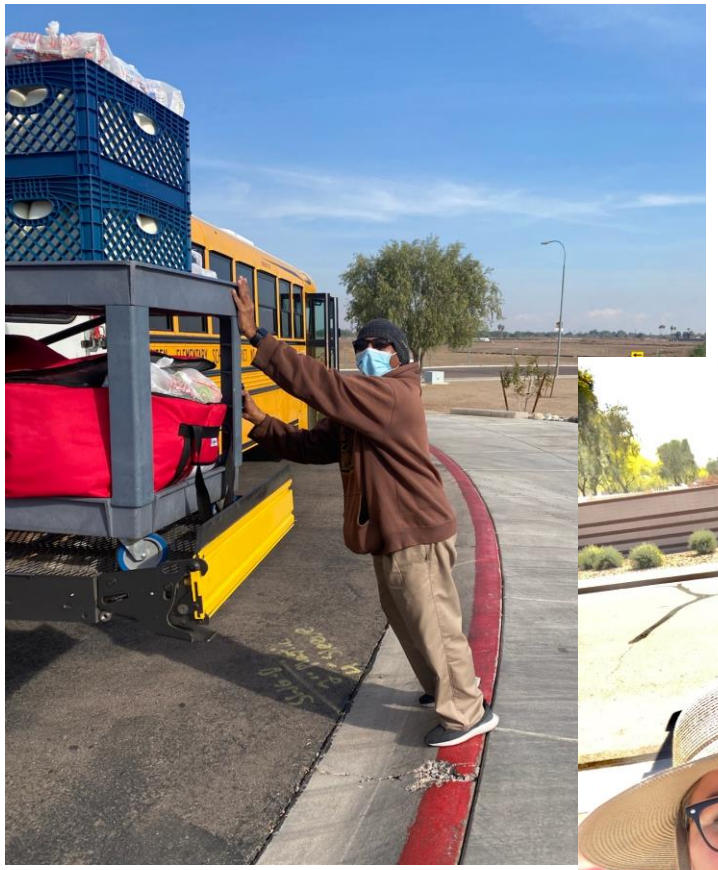
Things to consider...

- What kind of vehicles do you have available?
    - Food service vehicles, buses, white fleet, food trucks, rent/lease vehicles?
- Who will drive your vehicles?
    - Food service staff, transportation staff, volunteers, other district/school staff
        - Consider special licenses, permitting, district policies

Transportation

Partnering with your Transportation Department

- Transportation employees may be available to work in foodservice role
- Lessons learned
  - Layout clear directions and expectations for transportation staff
  - Division of responsibilities
  - Differing work styles, personalities, teamwork
- Funding
  - Who pays for mileage, fuel, vehicle maintenance, staff hours, etc.?



Planning & Creating Your Route

Planning Your Route

WHERE to set up bus routes/stops

- Seek input from Transportation department
- Consider transit times and proximity to meal preparation site, loading/unloading, routing, high student density locations, established bus stops, accessibility for participants

Planning Your Route

WHEN to set up bus routes/stops

- What time is most convenient for participants?
  - Consider school schedules, lunch breaks, parent pickup
- Also consider food safety, transit times, time at each stop, # of vehicles available, staffing, storage capacity

Creating Your Route

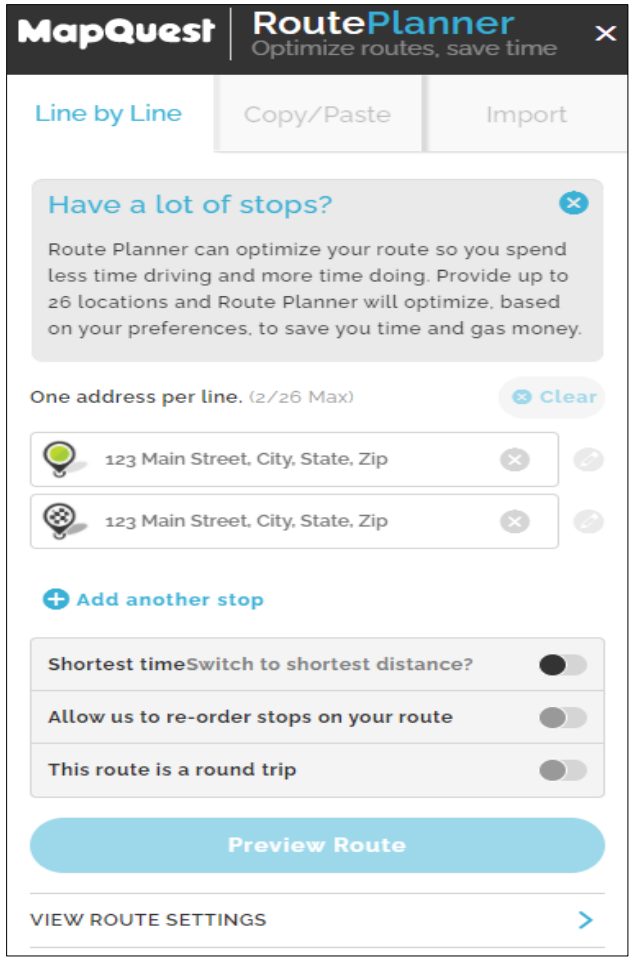
Creating your route(s)

- Create a shared Google doc by zones/routes that can be sent as a link to parents. This method will allow you to collect addresses, names, quantities of meals, and control dates and/or times of meal delivery, depending on the dropdown menu you add.
    - *There needs to be a method of sorting and tracking addresses when creating routes and keeping track of each household*

Creating Your Route

Creating your route(s)

- Highly recommend MapQuest https://www.mapquest.com/
- Click on Route Planner
- Add addresses (26 max per Route Planner)
- Choose best method of sorting depending on route size/area/roundtrip/time



Menu Planning and Procurement

Menus & Procurement

Mobile Meal Menus

- Multiple meals / number of menu days
- Menu variety
- Meal pattern requirements- Simplified vs Seamless
- Hot foods / heat at home
- Packaging
- Meal assembly
- Product availability
- Delivery lead times

Equipment & Food Safety

Equipment & Food Safety

Mobile Meals Equipment

- Volume of food needed to hold
- Storage capacity
- Hot / cold foods
- Coolers
- Insulated bags
- Loading equipment

Equipment & Food Safety

Food Safety

- HACCP- Identify critical control points
- Local health department compliance
- Standard operating procedures

Point of Service and Meal Counts

Point of Service

A Multi-Step Process

From bus count to meal count spreadsheet to ADE claim

- Allows for meal count verification by multiple sources

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    1. Aide hands meal to participant, identifies number of meals to driver who, documents meals served on tally sheet

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A Multi-Step Process

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- Allows for meal count verification by multiple sources
    1. Aide hands meal to participant, identifies number of meals to driver who, documents meals served on tally sheet
    2. Paperwork from meal delivery route is submitted to food service staff to enter into meal count spreadsheet

Point of Service

A Multi-Step Process

From bus count to meal count spreadsheet to ADE claim

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    1. Aide hands meal to participant, identifies number of meals to driver who, documents meals served on tally sheet
    2. Paperwork from meal delivery route is submitted to food service staff to enter into meal count spreadsheet
    3. Meal count sheet is verified to each tally sheet at end of each month by Manager and submitted to Food Service Director to prepare claim

Point of Service

A Multi-Step Process

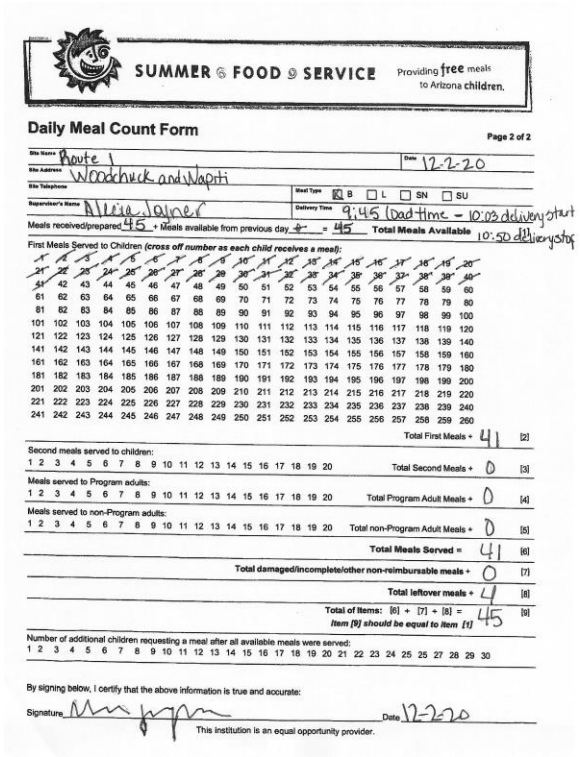
From bus count to meal count spreadsheet to ADE claim

- Allows for meal count verification by multiple sources
    1. Aide hands meal to participant, identifies number of meals to driver who, documents meals served on tally sheet
    2. Paperwork from meal delivery route is submitted to food service staff to enter into meal count spreadsheet
    3. Meal count sheet is verified to each tally sheet at end of each month by Manager and submitted to Food Service Director to prepare claim
    4. Data from meal count spreadsheet entered to ADE claim

Point of Service

Steps to Ensure Claim Accuracy

It all begins with the delivery counts



SUMMER FOOD SERVICE Providing free meals to Arizona children.

Daily Meal Count Form Page 2 of 2

Site Name: Route 1 Date: 12-2-20

Site Address: Woodchuck and Wapiti

Site Telephone:

Supervisor's Name: Alicia Joiner

Meal Type: ☒ B ☐ L ☐ SN ☐ SU

Delivery Time: 9:45 (Dad Time – 10:03 delivery start 10:50 delivery stop

Meals received/prepared 45 + Meals available from previous day 0 = 45 **Total Meals Available**

First Meals Served to Children *(cross off number as each child receives a meal)*:

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40
41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60
61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80
81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120
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161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180
181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200
201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220
221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240
241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260

Total First Meals + 41 [2]

Second meals served to children:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 Total Second Meals + 0 [3]

Meals served to Program adults:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 Total Program Adult Meals + 0 [4]

Meals served to non-Program adults:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 Total non-Program Adult Meals + 0 [5]

Total Meals Served = 41 [6]

Total damaged/incomplete/other non-reimbursable meals + 0 [7]

Total leftover meals + 4 [8]

Total of Items: [6] + [7] + [8] = 45 [9]
Item [9] should be equal to item [1]

Number of additional children requesting a meal after all available meals were served:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 25 27 28 29 30

By signing below, I certify that the above information is true and accurate:

Signature [signature] Date 12-2-20

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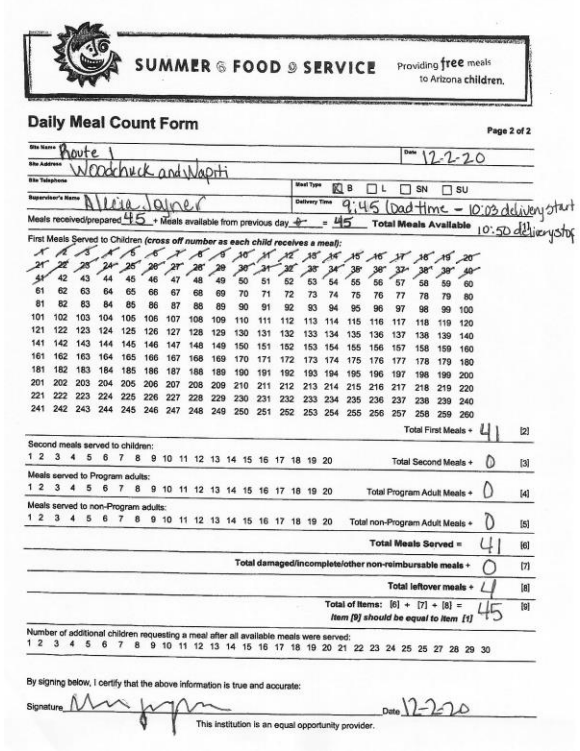

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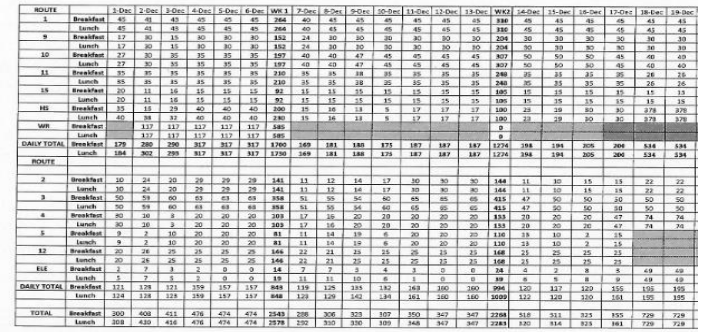
Your counts are verified during data entry to spreadsheet



ROUTE		1-Dec	2-Dec	3-Dec	4-Dec	5-Dec	6-Dec	WK 1	7-Dec	8-Dec	9-Dec	10-Dec	11-Dec	12-Dec	13-Dec	WK2	14-Dec	15-Dec	16-Dec	17-Dec	18-Dec	19-Dec
1	Breakfast	45	45	45	45	45	45	264	40	45	45	45	45	45	45	330	45	45	45	45	45	45
	Lunch	45	45	45	45	45	45	264	40	45	45	45	45	45	45	330	45	45	45	45	45	45
9	Breakfast	17	30	15	30	30	30	152	24	30	30	30	30	30	30	204	30	30	30	30	30	30
	Lunch	17	30	15	30	30	30	152	24	30	30	30	30	30	30	204	30	30	30	30	30	30
10	Breakfast	27	30	35	35	35	35	197	40	40	47	45	45	45	45	307	50	50	50	45	40	40
	Lunch	27	30	35	35	35	35	197	40	40	47	45	45	45	45	307	50	50	50	45	40	40
11	Breakfast	35	35	35	35	35	35	210	35	35	28	35	35	35	35	248	35	35	35	35	26	26
	Lunch	35	35	35	35	35	35	210	35	35	28	35	35	35	35	248	35	35	35	35	26	26
15	Breakfast	20	11	16	15	15	15	92	15	15	15	15	15	15	15	105	15	15	15	15	15	15
	Lunch	20	11	16	15	15	15	92	15	15	15	15	15	15	15	105	15	15	15	15	15	15
HS	Breakfast	35	15	29	40	40	40	200	35	36	18	5	17	17	17	190	23	29	30	30	378	378
	Lunch	40	36	32	40	40	40	230	35	36	18	5	17	17	17	190	23	29	30	30	378	378
WR	Breakfast		117	117	117	117	117	585								0						
	Lunch		117	117	117	117	117	585								0						
DAILY TOTAL	Breakfast	175	280	290	317	317	317	1760	169	181	168	175	187	187	187	1274	198	194	205	204	534	534
	Lunch	184	302	289	317	317	317	1730	169	181	188	175	187	187	187	1274	198	194	205	204	534	534
ROUTE																						
2	Breakfast	10	24	20	29	29	29	141	11	12	14	17	30	30	30	144	11	30	15	15	22	22
	Lunch	10	24	20	29	29	29	141	11	12	14	17	30	30	30	144	11	30	15	15	22	22
3	Breakfast	50	59	60	63	63	63	358	51	55	54	60	65	65	65	415	47	50	50	50	50	50
	Lunch	50	59	60	63	63	63	358	51	55	54	60	65	65	65	415	47	50	50	50	50	50
4	Breakfast	30	30	3	20	20	20	103	17	16	20	20	20	20	20	153	20	20	20	47	74	74
	Lunch	30	30	3	20	20	20	103	17	16	20	20	20	20	20	153	20	20	20	47	74	74
5	Breakfast	9	2	10	20	20	20	81	11	14	19	6	20	20	20	110	19	10	2	15		
	Lunch	9	2	10	20	20	20	81	11	14	19	6	20	20	20	110	19	10	2	15		
12	Breakfast	20	26	25	25	25	25	146	22	21	23	25	25	25	25	166	25	25	25	23		
	Lunch	20	26	25	25	25	25	146	22	21	23	25	25	25	25	166	25	25	25	23		
ELE	Breakfast	2	7	3	2	0	0	14	7	7	3	4	3	0	0	24	6	2	8	5	49	49
	Lunch	5	7	5	2	0	0	19	11	11	10	6	1	0	0	39	8	5	8	9	49	49
DAILY TOTAL	Breakfast	121	178	121	359	157	157	843	139	125	135	132	163	160	160	994	120	127	120	155	195	195
	Lunch	124	128	128	359	157	157	848	129	142	181	161	160	160	160	1039	122	129	130	184	195	195
TOTAL	Breakfast	360	408	411	476	474	474	2543	286	306	323	307	350	347	347	2268	518	311	325	355	729	729
	Lunch	368	439	416	476	474	474	2578	292	310	330	309	348	347	347	2283	520	314	323	361	729	729

Point of Service

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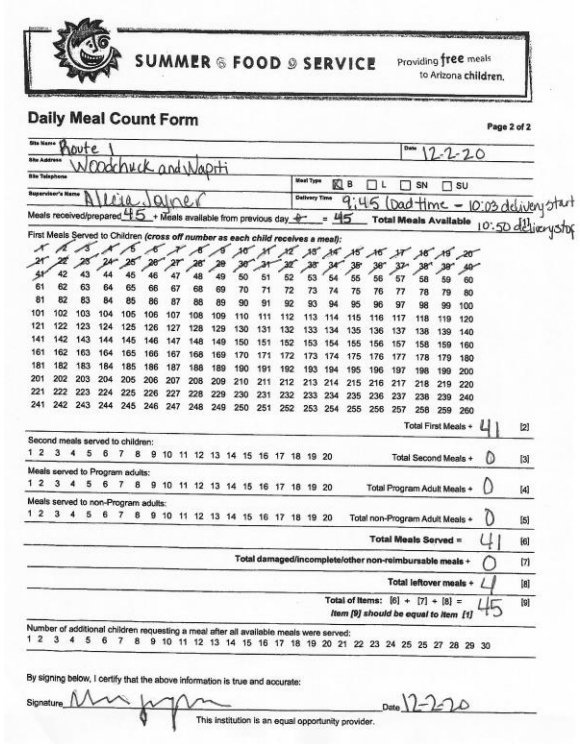

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221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240
241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260

Total First Meals + 41 [2]

Second meals served to children:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 — Total Second Meals + 0 [3]

Meals served to Program adults:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 — Total Program Adult Meals + 0 [4]

Meals served to non-Program adults:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 — Total non-Program Adult Meals + 0 [5]

Total Meals Served = 41 [6]

Total damaged/incomplete/other non-reimbursable meals + 0 [7]

Total leftover meals + 4 [8]

Total of Items: [6] + [7] + [8] = 45 [9]
Item [9] should be equal to Item [1]

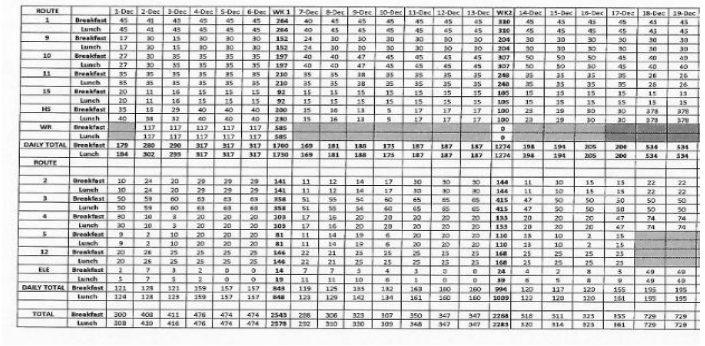
Number of additional children requesting a meal after all available meals were served:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 25 27 28 29 30

By signing below, I certify that the above information is true and accurate:

Signature _____ Date 12-2-20

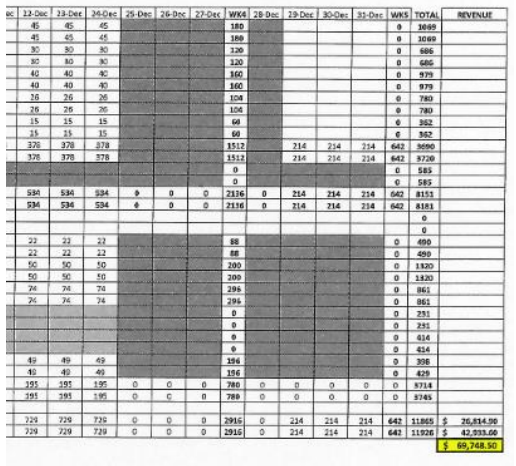
This institution is an equal opportunity provider.

Your counts are verified during data entry to spreadsheet



ROUTE		1-Dec	2-Dec	3-Dec	4-Dec	5-Dec	6-Dec	WK 1	7-Dec	8-Dec	9-Dec	10-Dec	11-Dec	12-Dec	13-Dec	WK2	14-Dec	15-Dec	16-Dec	17-Dec	18-Dec	19-Dec
1	Breakfast	45	45	45	45	45	45	264	40	45	45	45	45	45	45	330	45	45	45	45	45	45
	Lunch	45	45	45	45	45	45	264	40	45	45	45	45	45	45	330	45	45	45	45	45	45
9	Breakfast	17	30	15	30	30	30	152	24	30	30	30	30	30	30	204	30	30	30	30	30	30
	Lunch	17	30	15	30	30	30	152	24	30	30	30	30	30	30	204	30	30	30	30	30	30
10	Breakfast	27	30	35	35	35	35	197	40	40	47	45	45	45	45	307	50	50	50	45	40	40
	Lunch	27	30	35	35	35	35	197	40	40	47	45	45	45	45	307	50	50	50	45	40	40
11	Breakfast	35	35	35	35	35	35	230	35	35	38	35	35	35	35	280	35	35	35	35	26	26
	Lunch	35	35	35	35	35	35	230	35	35	38	35	35	35	35	280	35	35	35	35	26	26
15	Breakfast	20	11	16	15	15	15	92	15	15	15	15	15	15	15	105	15	15	15	15	15	15
	Lunch	20	11	16	15	15	15	92	15	15	15	15	15	15	15	105	15	15	15	15	15	15
HS	Breakfast	35	15	29	40	40	40	200	35	16	13	5	17	17	17	120	23	29	30	30	378	378
	Lunch	40	16	32	40	40	40	230	35	16	13	5	17	17	17	120	23	29	30	30	378	378
WR	Breakfast		117	117	117	117	117	585								0						
	Lunch		117	117	117	117	117	585								0						
DAILY TOTAL	Breakfast	175	280	290	317	317	317	1760	169	181	188	175	187	187	187	1274	198	194	205	204	534	534
	Lunch	184	302	289	317	317	317	1730	169	181	188	175	187	187	187	1274	198	194	205	204	534	534
ROUTE																						
2	Breakfast	10	24	20	29	29	29	141	11	12	14	17	30	30	30	144	11	30	15	15	22	22
	Lunch	10	24	20	29	29	29	141	11	12	14	17	30	30	30	144	11	30	15	15	22	22
3	Breakfast	50	59	60	63	63	63	358	51	55	54	60	65	65	65	415	47	50	50	50	50	50
	Lunch	50	59	60	63	63	63	358	51	55	54	60	65	65	65	415	47	50	50	50	50	50
4	Breakfast	30	10	3	20	20	20	103	17	16	20	20	20	20	20	153	20	20	20	47	74	74
	Lunch	30	20	3	20	20	20	103	17	16	20	20	20	20	20	153	20	20	20	47	74	74
5	Breakfast	9	2	10	20	20	20	81	11	14	19	6	20	20	20	110	23	10	3	15		
	Lunch	9	2	10	20	20	20	81	11	14	19	6	20	20	20	110	23	10	3	15		
12	Breakfast	20	26	25	25	25	25	146	22	21	25	25	25	25	25	168	25	25	25	23		
	Lunch	20	26	25	25	25	25	146	22	21	25	25	25	25	25	168	25	25	25	23		
ELE	Breakfast	1	7	3	2	0	0	14	7	7	3	4	3	0	0	24	6	2	8	5	49	49
	Lunch	1	7	3	2	0	0	14	7	7	3	4	3	0	0	24	6	2	8	5	49	49
DAILY TOTAL	Breakfast	121	128	121	359	157	157	843	139	125	135	132	163	160	160	994	120	127	120	155	195	195
	Lunch	124	128	123	359	157	157	848	139	129	142	134	161	160	160	1009	122	129	120	184	195	195
TOTAL	Breakfast	300	408	411	476	474	474	2543	286	306	323	307	350	347	347	2286	518	311	325	355	729	729
	Lunch	308	430	416	476	474	474	2578	292	310	330	309	348	347	347	2283	320	314	323	361	729	729

Counts are verified again during the monthly total capture prior to claim preparation

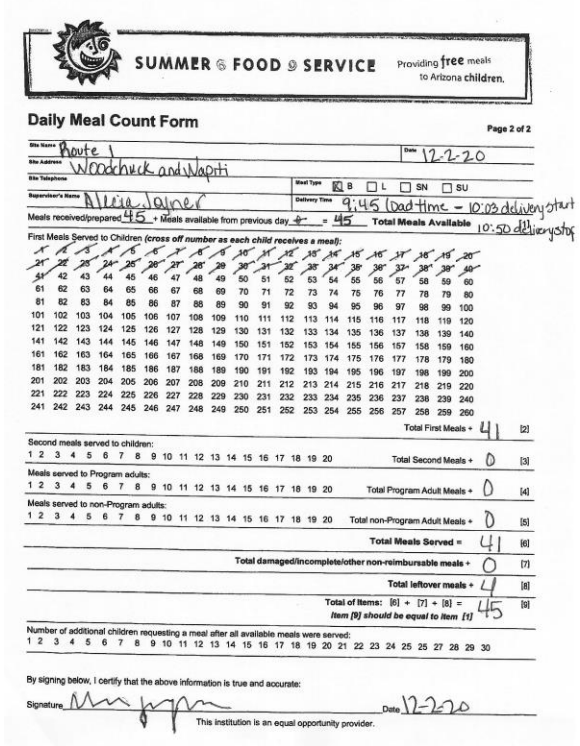


ec	22-Dec	23-Dec	24-Dec	25-Dec	26-Dec	27-Dec	WK4	28-Dec	29-Dec	30-Dec	31-Dec	WK5	TOTAL	REVENUE
	45	45	45				180					0	1089	
	45	45	45				180					0	1089	
	30	30	30				120					0	686	
	30	30	30				120					0	686	
	40	40	40				160					0	979	
	40	40	40				160					0	979	
	26	26	26				104					0	780	
	26	26	26				104					0	780	
	15	15	15				60					0	382	
	15	15	15				60					0	382	
	376	378	378				1512		214	214	214	642	3090	
	376	378	378				1512		214	214	214	642	3720	
							0					0	585	
							0					0	585	
	534	534	534	0	0	0	2136	0	214	214	214	642	8151	
	534	534	534	0	0	0	2136	0	214	214	214	642	8181	
												0		
	22	22	22				88					0	490	
	22	22	22				88					0	490	
	50	50	50				200					0	1320	
	50	50	50				200					0	1320	
	74	74	74				296					0	861	
	74	74	74				296					0	861	
							0					0	231	
							0					0	231	
							0					0	414	
							0					0	414	
	49	49	49				196					0	308	
	40	40	40				156					0	429	
	195	195	195	0	0	0	780	0	0	0	0	0	5714	
	195	195	195	0	0	0	780	0	0	0	0	0	5745	
	729	729	729	0	0	0	2916	0	214	214	214	642	11865	$ 26,814.90
	729	729	729	0	0	0	2916	0	214	214	214	642	11926	$ 42,933.60
														$ 69,748.50

Point of Service

Steps to Ensure Claim Accuracy

It all begins with the delivery counts



SUMMER FOOD SERVICE Providing free meals to Arizona children.

Daily Meal Count Form Page 2 of 2

Site Name: Route 1 Date: 12-2-20

Site Address: Woodchuck and Wapiti

Site Telephone:

Supervisor's Name: Alicia Joiner

Meal Type: ☒ B ☐ L ☐ SN ☐ SU

Delivery Time: 9:45 (Dad Time – 10:03 delivery start 10:50 delivery stop)

Meals received/prepared 45 + Meals available from previous day 0 = 45 Total Meals Available

First Meals Served to Children *(cross off number as each child receives a meal)*:

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260

Total First Meals + 41 [2]

Second meals served to children:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 Total Second Meals + 0 [3]

Meals served to Program adults:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 Total Program Adult Meals + 0 [4]

Meals served to non-Program adults:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 Total non-Program Adult Meals + 0 [5]

Total Meals Served = 41 [6]

Total damaged/incomplete/other non-reimbursable meals + 0 [7]

Total leftover meals + 4 [8]

Total of Items: [6] + [7] + [8] = 45 [9]
Item [9] should be equal to Item [1]

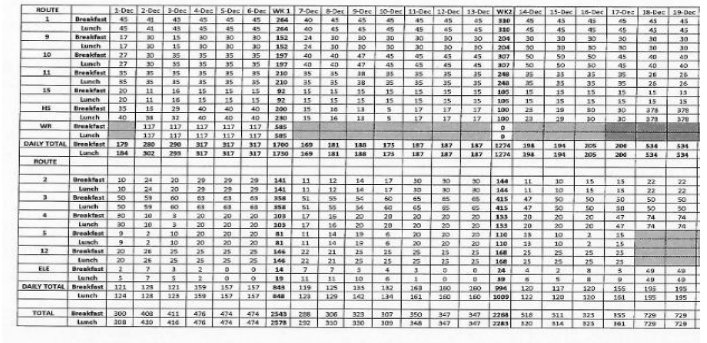
Number of additional children requesting a meal after all available meals were served:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

By signing below, I certify that the above information is true and accurate:

Signature [signature] Date 12-2-20

This institution is an equal opportunity provider.

Your counts are verified during data entry to spreadsheet



ROUTE		1-Dec	2-Dec	3-Dec	4-Dec	5-Dec	6-Dec	WK 1	7-Dec	8-Dec	9-Dec	10-Dec	11-Dec	12-Dec	13-Dec	WK2	14-Dec	15-Dec	16-Dec	17-Dec	18-Dec	19-Dec
1	Breakfast	45	45	45	45	45	45	264	40	45	45	45	45	45	45	330	45	45	45	45	45	45
	Lunch	45	45	45	45	45	45	264	40	45	45	45	45	45	45	330	45	45	45	45	45	45
9	Breakfast	17	30	15	30	30	30	152	24	30	30	30	30	30	30	204	30	30	30	30	30	30
	Lunch	17	30	15	30	30	30	152	24	30	30	30	30	30	30	204	30	30	30	30	30	30
10	Breakfast	27	30	35	35	35	35	197	40	40	47	45	45	45	45	307	50	50	30	45	40	40
	Lunch	27	30	35	35	35	35	197	40	40	47	45	45	45	45	307	50	50	30	45	40	40
11	Breakfast	35	35	35	35	35	35	230	35	35	28	35	35	35	35	248	35	35	35	35	26	26
	Lunch	65	35	35	35	35	35	230	35	35	28	35	35	35	35	248	35	35	35	35	26	26
15	Breakfast	20	11	16	15	15	15	92	15	15	15	15	15	15	15	105	15	15	15	15	15	15
	Lunch	20	11	16	15	15	15	92	15	15	15	15	15	15	15	105	15	15	15	15	15	15
HS	Breakfast	35	15	29	40	40	40	200	35	16	13	5	17	17	17	190	23	29	30	30	378	378
	Lunch	40	16	32	40	40	40	230	35	16	13	5	17	17	17	190	23	29	30	30	378	378
WR	Breakfast		117	117	117	117	117	585								0						
	Lunch		117	117	117	117	117	585								0						
DAILY TOTAL	Breakfast	175	280	290	317	317	317	1760	169	181	180	175	187	187	187	1274	198	194	205	204	534	534
	Lunch	184	302	299	317	317	317	1730	169	181	188	175	187	187	187	1274	198	194	205	204	534	534
ROUTE																						
2	Breakfast	10	24	20	29	29	29	141	11	12	14	17	30	30	30	144	11	30	15	15	22	22
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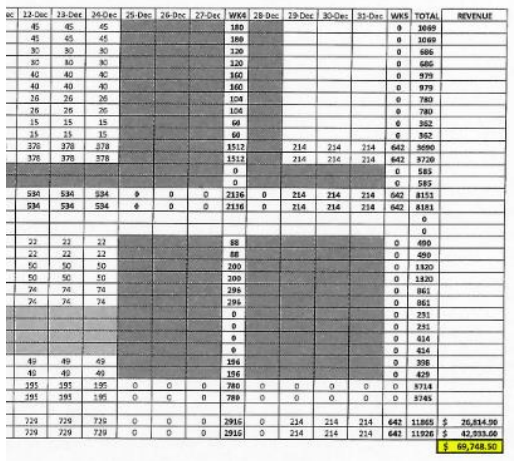
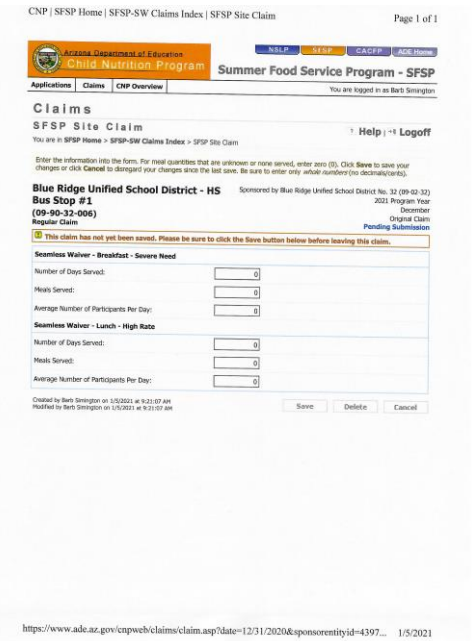
	Lunch	50	59	60	63	63	63	358	51	55	54	60	65	65	65	415	47	50	50	50	50	50
4	Breakfast	30	19	8	20	20	20	109	17	16	20	20	20	20	20	153	20	20	20	47	74	74
	Lunch	30	20	3	20	20	20	103	17	16	20	20	20	20	20	153	20	20	20	47	74	74
5	Breakfast	9	2	10	20	20	20	81	11	14	19	6	20	20	20	110	19	10	2	15		
	Lunch	9	2	10	20	20	20	81	11	14	19	6	20	20	20	110	19	10	2	15		
12	Breakfast	20	26	25	25	25	25	146	22	21	23	25	25	25	25	168	21	25	25	23		
	Lunch	20	26	25	25	25	25	146	22	21	23	25	25	25	25	168	21	25	25	23		
ELE	Breakfast	1	7	3	2	0	0	14	7	7	3	4	3	0	0	24	6	2	8	5	49	49
	Lunch	1	7	3	2	0	0	14	7	7	3	4	3	0	0	24	6	2	8	5	49	49
DAILY TOTAL	Breakfast	121	178	121	359	157	157	848	139	125	135	132	163	160	160	994	120	127	120	155	195	195
	Lunch	124	138	123	359	157	157	848	139	125	135	132	163	160	160	1059	122	129	120	184	195	195
TOTAL	Breakfast	360	408	411	476	474	474	2543	286	306	323	307	350	347	347	2286	518	311	325	355	729	729
	Lunch	368	439	416	476	474	474	2578	292	310	330	309	348	347	347	2283	520	314	323	381	729	729

Counts are verified again during the monthly total capture prior to claim preparation



ec	23-Dec	24-Dec	25-Dec	26-Dec	27-Dec	WK4	28 Dec	29-Dec	30-Dec	31-Dec	WK5	TOTAL	REVENUE
	45	45	45			180					0	1089	
	45	45	45			180					0	1089	
	30	30	30			120					0	686	
	30	30	30			120					0	686	
	40	40	40			160					0	979	
	40	40	40			160					0	979	
	26	26	26			104					0	780	
	26	26	26			104					0	780	
	15	15	15			60					0	362	
	15	15	15			60					0	362	
	376	378	378			1512		214	214	214	642	3090	
	376	378	378			1512		214	214	214	642	3720	
						0					0	585	
						0					0	585	
	534	534	534	0	0	0	2136	0	214	214	214	642	8151
	534	534	534	0	0	0	2136	0	214	214	214	642	8181
												0	
	22	22	22			88					0	499	
	22	22	22			88					0	499	
	50	50	50			200					0	1320	
	50	50	50			200					0	1320	
	74	74	74			296					0	861	
	74	74	74			296					0	861	
						0					0	251	
						0					0	251	
						9					0	414	
						9					0	414	
	49	49	49			196					0	306	
	49	49	49			196					0	429	
	195	195	195	0	0	0	780	0	0	0	0	5714	
	195	195	195	0	0	0	780	0	0	0	0	8745	
	729	729	729	0	0	0	2916	0	214	214	214	642	11865	$ 26,814.90
	729	729	729	0	0	0	2916	0	214	214	214	642	11926	$ 42,933.60
													$ 69,748.50

Claims are entered and submitted to ADE and reimbursement dollars should match spreadsheet



CNP | SFSP Home | SFSP-SW Claims Index | SFSP Site Claim Page 1 of 1

Arizona Department of Education Child Nutrition Program

Summer Food Service Program - SFSP

Applications | Claims | CNP Overview

Claims

SFSP Site Claim

Help | Logoff

You are in SFSP Home > SFSP-SW Claims Index > SFSP Site Claim

Enter the information into the form. For meal quantities that are unknown or none served, enter zero (0). Click **Save** to save your changes or click **Cancel** to disregard your changes since the last save. Be sure to enter only *whole numbers* (no decimals/cents).

Blue Ridge Unified School District - HS
Bus Stop #1
(09-90-32-006)
Regular Claim

Sponsored by Blue Ridge Unified School District No. 32 (09-02-32)
2021 Program Year
December
Original Claim
Pending Submission

This claim has not yet been saved. Please be sure to click the Save button below before leaving this claim.

Seamless Waiver - Breakfast - Severe Need

Number of Days Served: 0
Meals Served: 0
Average Number of Participants Per Day: 0

Seamless Waiver - Lunch - High Rate

Number of Days Served: 0
Meals Served: 0
Average Number of Participants Per Day: 0

Created by Barb Simington on 1/5/2021 at 9:21:07 AM
Modified by Barb Simington on 1/5/2021 at 9:21:07 AM

Save Delete Cancel

https://www.ade.az.gov/cnpweb/claims/claim.asp?date=12/31/2020&sponsorentityid=4397... 1/5/2021

Communications & Marketing

Communications & Marketing

Getting the Word Out to Parents

Parent communication

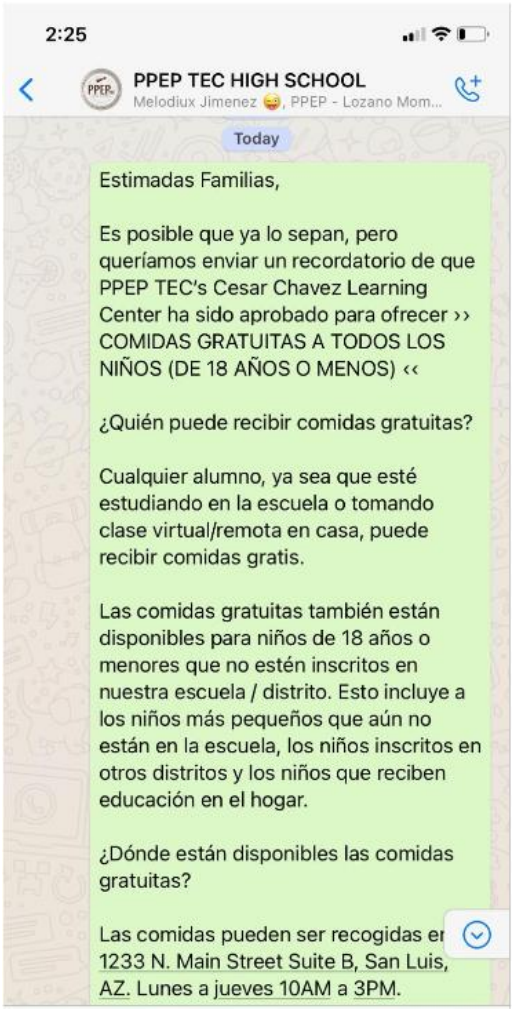
- Letters
- Phone calls to households
    - Students were not communicating with parents about the to-go meals because they did not want to carry them out
    - Students did not want to tell teachers that they needed food
    - Once parents were in loop, they made arrangements to stop by and pick up food or let us know if they need delivery services

Communications & Marketing

Getting the Word Out to Parents

Parent communication

- WhatsApp
  - Parents and students are more willing to reply to a WhatsApp message than a phone call or a regular message



A Note on Compliance

Compliance

Non-traditional meal locations can mirror what is done at schools (BIC on wheels)

- Meal counts taken outside of the cafeteria and completed by non-food service staff (i.e. teachers, bus drivers, aides)
- Production records filled out during production and leftovers recorded after service
- Meal counts from multiple points of service are consolidated after service
- Plan, package, and distribute reimbursable meals to locations outside of the cafeteria

Compliance

Current waivers make this all possible:

- Non-Congregate Feeding – Meals do not need to be consumed on site
- Parent Pickup* – Parents/guardians can pick up meals on behalf of students
- Meal Times – Meal distribution is not subject to meal time requirements; multiple meals and multiple days' worth of meals can be served at the same time**
- Meal Pattern* – Meal pattern flexibility if learning plan/food service model impact your ability to serve and provide access to safe and nutritious meals

*Operators must opt-in to these waivers
**Multiple day meal distribution plan must be submitted/revised

Wrap Up

Upcoming Training

Recordkeeping During COVID-19 Webinar Series

Meal Pattern Waivers

- January 26
- March 8

Menu Documentation

- February 3
- March 24

Meal Counts

- February 22
- March 30

All webinars will be 1:30pm-2:30pm. Register here!

Utilizing USDA Foods During COVID-19

Live Webinar

- January 28

This webinar will be 1:00pm-3:30pm. Register here!

Mobile Meals Toolkit

Section 1: Needs Assessment

Includes a set of questions to determine community need and organizational capacity to implement a mobile meal service model, and a list of who to communicate with at your organization to begin your program.

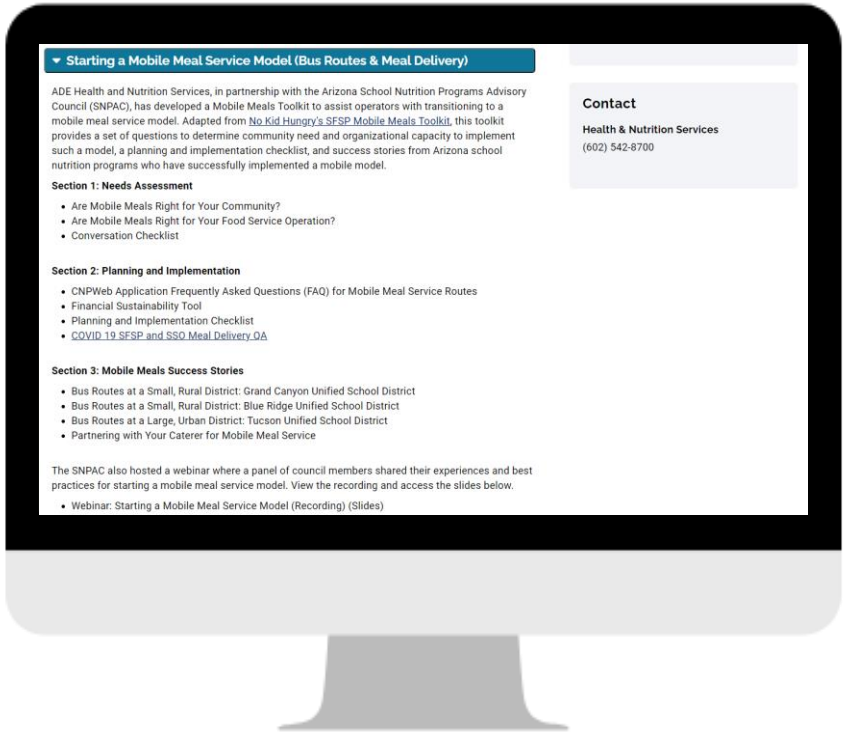
Section 2: Planning and Implementation

Includes a detailed checklist for successful implementation of your program, and an FAQ for applying to operate your mobile program in your CNPWeb Site and Sponsor applications.

Section 3: Success Stories

Hear more from SNPAC members on how they have implemented their mobile programs!

Find the toolkit on the COVID-19: Guidance to Child Nutrition Operators webpage under the "Starting a Mobile Meal Service Model" accordion!



Poll Question

After hearing from our speakers today, how interested are you in starting a mobile program?

1. I am already doing one, but I learned something new today!
2. No way.
3. You caught my attention, I'll think about it.
4. Yes, I can't wait to start!

Poll Question

Which are you more interested in?

1. Bus routes
2. Home delivery
3. Combination of both

Q&A

Please enter your questions into the chat box.

Thank you!

If you are attending the live webinar, you will receive a link to complete the survey in EMS. After completing the survey, you can print a certificate of completion.

If you are watching the recorded webinar, you can access the survey link and certificate of completion at the end of the webinar slides.

Congratulations!

You have completed the *Recorded Webinar: Starting a Mobile Meal Service Model*.

To request a certificate, please go to the next slide.

In order to count this training toward your Professional Standards training hours, the training content must align with your job duties.

Information to include when documenting this training for Professional Standards:

- **Training Title:** Recorded Webinar: Starting a Mobile Meal Service Model
- **Learning Codes:** 2310, 2440, 2620, 3210, 3510, 4150
- **Key Area:** 2000-Operations, 3000-Administration, 4000-Communications & Marketing
- **Length:** 1.5 hours

Please Note: Attendees must document the amount of training hours indicated regardless of the amount of time it takes to complete it.

Congratulations!

Requesting a training certificate

Please click on the link below to complete a brief survey about this webinar. Once the survey is complete, you will be able to print your certificate of completion from Survey Monkey. **This will not appear in your Event Management System (EMS) Account.*

https://www.surveymonkey.com/r/RecordedWebinarOnlineSurvey

The information below is for your reference when completing the survey:

- **Training Title:** Recorded Webinar: Starting a Mobile Meal Service Model
- **Professional Standards Learning Codes:** 2310, 2440, 2620, 3210, 3510, 4150