



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



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

**FROM:** John D. Frassinelli, Chief   
Bureau of Health/Nutrition, Family Services and Adult Education

**DATE:** May 10, 2018

**SUBJECT: Operational Memorandum No. 09-18**  
Paid Lunch Equity: Guidance for School Year 2018-19

Attached is the U.S. Department of Agriculture's (USDA) memo [SP 12-2018](#), which outlines the new procedures for using the Paid Lunch Equity (PLE) tool **for school year (SY) 2018-19 only**. In summary, if a local educational agency (LEA) has a positive or zero balance in its nonprofit school food service account as of January 31, 2018, the LEA has the discretion to complete the necessary steps to determine their target SY 2018-19 paid lunch price, and may be exempt from the PLE requirements. To be exempted, the LEA must submit an exemption request to the Connecticut State Department of Education (CSDE) no later than **June 30, 2018**.

The exemption request must be signed by one of the two authorized signers and must include written assurances that the LEA had a positive or zero balance in the nonprofit school food service account as of January 31, 2018. Send exemption requests to the attention of Maria Santini at [maria.santini@ct.gov](mailto:maria.santini@ct.gov). **Note:** The CSDE may request to review the LEA's documentation to support the exemption.

A LEA that has a negative balance in its nonprofit school food service account as of January 31, 2018, will be required to establish prices for paid lunches according to the PLE provisions. This includes completing the attached SY 2018-19 PLE tool.

**Note:** If the documented weighted average student lunch price is a minimum of \$2.92 for SY 2017-18, the LEA is not required to complete the PLE tool or request an exemption for SY 2018-19.

For an overview of these requirements, refer to the chart on the next page, "Determining if a PLE Exemption is Required."

<b>Determining if a PLE Exemption is Required</b>				
<b>Documented Weighted Lunch Price from SY 2017-18</b>	<b>Positive or Zero Balance in Non-profit School Food Service Account as of January 31, 2018</b>	<b>Negative Balance in Non-profit School Food Service Account as of January 31, 2018</b>	<b>Is Completion of PLE Required?</b>	<b>Is PLE Exemption Required?</b>
≥ \$2.92	Not Applicable	Not Applicable	<b>No</b> , but recommended	No
< \$2.92 and you do <b>NOT</b> want to increase the price of paid lunches for SY 2018-19	Yes	No	<b>No</b> , but recommended	Yes
< \$2.92 and you <b>DO</b> want to increase the price of paid lunches for SY 2018-19	Yes	No	<b>Yes</b> , paid lunch prices will be adjusted accordingly	No
< \$2.92	No	Yes	<b>Yes</b> , paid lunch prices will be adjusted accordingly	No

Questions may be directed to your school nutrition consultant.

<b>Consultants for School Nutrition Programs</b>	
<b>County</b>	<b>Consultant</b>
<ul style="list-style-type: none"> <li>Fairfield County (Includes Region 9)</li> <li>Litchfield County (Includes Regions 1, 6, 7, 12, and 14)</li> </ul>	Fionnuala Brown <a href="mailto:fionnuala.brown@ct.gov">fionnuala.brown@ct.gov</a> 860-807-2129
<ul style="list-style-type: none"> <li>Hartford County (Includes Region 10)</li> <li>Middlesex County (Includes Regions 4, 13, and 17)</li> </ul>	Teri Dandeneau <a href="mailto:teri.dandeneau@ct.gov">teri.dandeneau@ct.gov</a> 860-807-2079
<ul style="list-style-type: none"> <li>New Haven County (Includes Regions 5, 15, and 16)</li> <li>New London County</li> <li>Tolland County (Includes Regions 8 and 19)</li> <li>Windham County (Includes Region 11)</li> </ul>	Susan Alston <a href="mailto:susan.alston@ct.gov">susan.alston@ct.gov</a> 860-807-2081

JDF:tdd

Attachments (2)

Important: This is a numbered Connecticut State Department of Education (CSDE) operational memorandum that contains important program information. Please read carefully and retain in a binder for future reference. All CSDE operational memoranda are posted on the CSDE's [Operational Memoranda for School Nutrition Programs](#) webpage.



Food and  
Nutrition  
Service

Park Office  
Center

3101 Park  
Center Drive  
Alexandria  
VA 22302

DATE: April 19, 2018

MEMO CODE: SP 12-2018

SUBJECT: Paid Lunch Equity: Guidance for School Year 2018-19

TO: Regional Directors  
Special Nutrition Programs  
All Regions

State Directors  
Child Nutrition Programs  
All States

In Section 776 of the Consolidated Appropriations Act, 2018 (Public Law 115-141) (the Act), Congress provides that only school food authorities (SFAs) that had a negative balance in the nonprofit school food service account as of January 31, 2018, shall be required to establish prices for paid lunches according to the Paid Lunch Equity (PLE) provisions in Section 12(p) of the Richard B. Russell National School Lunch Act, 42 U.S.C. 1760(p) and implemented in National School Lunch Program regulations at 7 CFR 210.14(e).

Consistent with the terms of the Act this memorandum provides notice that any SFA with a positive or zero balance in its nonprofit school food service account as of January 31, 2018, is exempt from PLE requirements found at 7 CFR 210.14(e) for school year (SY) 2018-19. SFAs that had a negative balance in the nonprofit school food service account as of January 31, 2018 must follow PLE requirements when establishing their prices for paid lunches in SY 2018-19.

Because the Act affects one school year only, FNS recommends that State agencies maintain documentation that includes which SFAs are using the PLE exemption for SY 2018-19 in order to demonstrate State agency oversight of this provision. This documentation should include a record that each SFA implementing the exemption had a positive or zero balance in the nonprofit school food service account as of January 31, 2018. This documentation may be reviewed by FNS upon request and during a Management Evaluation.

While SFAs that meet the Act's criteria are exempt from the PLE requirements, SFAs still maintain the discretion to complete the steps necessary to determine their target SY 2018-19 paid lunch price, consistent with Program regulations at 7 CFR 210.14(e), and adjust their paid meal prices accordingly. Please note, the SY 2018-19 PLE tool and instructions will be provided in a separate communication.

Regional Directors  
State Director  
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State agencies are reminded to distribute this memorandum to Program operators. Program operators should direct any questions concerning this guidance to their State agency. State agencies with questions should contact the appropriate FNS Regional Office.

**Original Signed**

Angela Kline  
Director  
Policy and Program Development Division  
Child Nutrition Programs