

COVID-19 Considerations for Reopening Schools:

Food Service Operations – USDA School Meal Programs

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Child Nutrition Program Initiatives

Food service staff have provided support for meals through:

- Pandemic Electronic Benefit Transfer program (P-EBT)
- Baylor University emergency Meals-to-You program
- Summer Food Service Program and Seamless Summer Option
- Community Eligibility Provision participation

USDA Meal Program Waivers

Waiver	Waiver Expiration
Non-congregate feeding*	August 31, 2020 June 30, 2021
Parent/guardian pick-up	August 31, 2020 June 30, 2021
Meal service time	August 31, 2020 June 30, 2021
Meal pattern flexibility	July 31, 2020 June 30, 2021
Offer vs. Serve	June 30, 2021

Operational Considerations for Inside of the Building

Four main areas of consideration:

- Meal Service Environment
 - Meal service methods, logistics and staffing
- Meal Pattern
 - Menu planning, accommodations for disabilities
- Food Safety Plan
 - Safe food practices and reopening of the kitchen
- Operational Support
 - Operational procedures, outreach and communication with households

Meal Service Environment Considerations

- Start your plan by identifying meal service locations in the building and service methods.
 - Can you serve meals in the classroom, gym or other large, open areas?
 - Can students pick up “grab and go”-type meals to help with meal delivery?
 - Can meal schedule times be adjusted to allow for cafeteria use with reduced capacity?
- During a single meal service period, multiple meal service methods may be utilized with different groups of children in the same school building.

Meal Service Environment Considerations

- After locations and food delivery methods are identified, considerations should be made for the logistics of meal service.
 - Identify the equipment, supplies or resources needed for the meal service method(s) that will be utilized.
 - Stagger meal service periods so arrival and dismissal times limit the amount of contact between students in high-traffic areas.
 - Ensure there is adequate time to allow for proper sanitation between use of tables or other surfaces where multiple groups of students might consume meals.
 - Eliminate self-service stations and the sharing of any food.

Meal Service Environment Considerations

- Food service staff must be mindful of following proper procedures to ensure student safety, as well as their own.
 - Staff will check temperatures and complete any employee health screening according district protocol upon arrival at the workplace.
 - Staff who develop symptoms during the workday shall follow the district's policy for illness.
 - Staff will wear face masks unless a medical exemption has been granted.
- Food service staff (as well as any staff member in the building) may be highly susceptible to the illness, therefore it is important to create a culture of safety among staff.

USDA National School Lunch Meal Pattern Considerations

- All meal pattern requirements must be met to receive reimbursement for meals served.
 - Considerations should be given to the meal service methods selected and equipment that is available.
 - Is there enough hot/cold holding equipment for transporting and serving meals in alternate locations?
 - Do staff have time for prep work or is there a need to purchase food items that are less labor-intensive?
- Accommodations for Disabilities
 - Accommodations for disabilities, when supported by the proper documentation, must be provided to ensure equal access to the program.
 - Meals must be served in a manner that offers a safe environment for children with food allergies.
 - Work closely with school staff who may be involved in the service of meals to students with allergies to ensure there is clear communication on how to provide safe meals.

Food Safety Considerations

- Each school and/or feeding site is required to have an individualized written food safety plan.
 - Ensure all food safety plans include standard operating procedures for any new meal service methods or newly added procedures in place due to COVID-19.
 - Ensure all food service staff, as well as anyone potentially involved in meal service, is aware of and has received training on the standard operating procedures (SOPs).
 - All staff must have knowledge of and training on relevant SOPs for their job, with an extra emphasis on SOPs for hand-washing, proper glove use, personal hygiene, serving safe food to students with food allergies, cleaning, sanitizing food contact surfaces and the district's food service health policy.

Operational Support Considerations

Clearly written operational policies and procedures must be developed and implemented for food service.

- Food service staff must be knowledgeable about procedures.
- Coordination and communication must occur between food service staff, building administration and other building staff.

Outreach and communication with households

- It is imperative that students' households know and understand how to communicate and interact with the child nutrition program.
 - What methods of communication will be used? Automated call services, email, district website or social media?
 - In non-CEP schools, how will household applications be disseminated, collected and processed?
 - Will you allow vending machines, a la carte sales or visitors in the building during meal service?


Resources

- KDE's SCN has several resources available to assist you with planning meal service operations in the school building.
 - A webinar was held for food service directors on June 25 and the recording is available.
 - During this time, dedicated SCN staff members will be ready to assist with specific questions regarding providing meal service.
 - Email for assistance: kyschoolnutrition@education.ky.gov
 - Indicate "COVID-19 Meal Service Operations Assistance Request" in the subject line.



New Guidance
Considerations for Reopening Schools:
Pupil Transportation

Office of Finance and Operations
Division of District Support
Elisa Hanley and Kay Kennedy, OFO



Reopening Schools – Pupil Transportation

Pupil Transportation Options:

- Walk
- Car riders
- Bus riders

Survey your families – adjust traffic patterns as needed

Reopening Schools – Pupil Transportation

Mitigation Strategies necessary to ride the bus:

- Wearing a mask
- Assigned Seating
- Temperature Screening
- Hand Sanitizer

Reopening Schools – Pupil Transportation

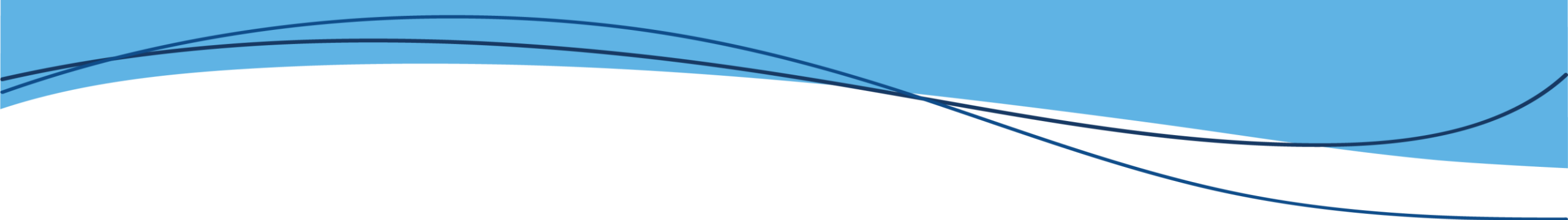
Number of Students on the Bus:

- Risk Mitigation
- Capacity charts
- Ventilation

Reopening Schools – Pupil Transportation

Employee Health and Safety:

- Self-Assessment Health Screening
- Personal Protective Equipment
- Bus Cleaning and Disinfection



New Guidance
Considerations for Reopening Schools:
Facilities and Logistics

Office of Finance and Operations

Division of District Support

Kay Kennedy



Reopening Schools - Facilities

- Cleaning and Sanitization
- Facility Utilization
- Building Systems
- Emergency Drills
- Operations