



State of New Jersey


DEPARTMENT OF AGRICULTURE
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Secretary

To: Directors of Private Schools for Students with Disabilities

From: Janet Hawk, Coordinator, School Nutrition Programs 

Date: July 9, 2012

Subject: Allowable Costs for Meals in Accordance with N.J.A.C. 6A:23-4.5(a)(20)

In accordance with N.J.A.C. 6A:23-4.5(a)(20)(i), the cost for meals which meet the nutritional requirements of the Child Nutrition Programs **may be** an allowable cost when calculating the certified actual cost per pupil charged to public schools, **provided that a non-profit school has also complied with N.J.A.C.6A:23-4.5(a)20ii and iii or a for profit private school has also complied with N.J.A.C. 6A:23-4.5(a)20iii.** Private schools for students with disabilities that ***do not*** currently participate in the National School Lunch Program and the School Breakfast Program should review the attached information and submit the requested menus to obtain written approval from the Bureau of Child Nutrition Programs.

Attached is the “Lunch Meal Pattern” (Handout # 198) which explains the meal pattern requirements for lunch, and the “Breakfast Food Based Meal Pattern” (Handout # 91) which explains the requirements for breakfast. NOTE: THERE ARE CHANGES IN THE LUNCH MEAL PATTERN THAT GO INTO EFFECT AS OF THE 2012-2013 SCHOOL YEAR. In order to meet the nutritional requirements of the Child Nutrition Programs these meal patterns must be followed. Each lunch offered to a student must contain low fat unflavored or fat free flavored or unflavored milk, meat or meat alternate, one fruit, one vegetable and a minimum of one serving of a grain. The vegetables offered over each week must comply with the sub-group requirements indicated. A copy of “School Meal Pattern Vegetable Sub-Group Fact Sheet” (Form 138) is enclosed. Also enclosed is “School Lunch Meal Pattern Grains Fact Sheet” (form 104). For school year 2012-13 one half of all grains offered must be whole grain rich (WGR), then as of School Year 2014-15 all grains offered must be WGR. Breakfast requirements remain the same as last year for 2012-2013. Each breakfast offered to a student must contain milk, fruit/fruit juice or vegetable/vegetable juice, and your choice of 2 grain/bread products or 2 meat/meat alternates, or 1 grain/bread and 1 meat/meat alternate. There will be changes, however, to the breakfast meal pattern effective for School Year 2013-2014.

The portion sizes listed on the charts are the amounts that must be offered. Please note that for lunch there are specific minimum and maximum portion sizes required over the week for grains and meat/meat alternates. There are no maximum requirements for fruits and vegetables, but

there are minimum required portion sizes. The requirements are applicable based on the grade groupings of students in your school. By following the information on these charts, meals served at your school will meet Child Nutrition Program federal regulations. An Excel menu planning tool is also enclosed, that will assist you in meeting the new requirements.

In order to receive written approval from the Bureau that meals served meet program requirements, forward a copy of a two-week menu plan complete with portion sizes offered and specific information concerning the type of grains and the type of vegetables, to Emily Lomerson at the following address by October 30, 2012:

NJ Department of Agriculture
Division of Food and Nutrition
School Nutrition Programs
P.O. Box 334
Trenton, NJ 08625-0334

Nonprofit private schools for students with disabilities that **have a current agreement** with the Bureau of Child Nutrition Programs for the FY12 school year beginning October 1, 2011 and ending September 30, 2012 **do not need** to submit menus. By signing the annual agreement to participate in the National School Lunch Program and/or the School Breakfast Program; sponsors have agreed to serve meals that comply with federal regulations and will be monitored during the regular review process.

If you have any questions concerning this memo, or would like to apply for participation in any of the School Nutrition Programs, please call (609) 984-0692 for assistance. Any questions regarding allowable costs or any financial aspects should be directed to Ms. Elise Sadler-Williams at (609) 984-4483 of the Division of Finance, New Jersey Department of Education.

Enclosures: Lunch Meal Pattern
Breakfast Food Based Meal Pattern
School Lunch Meal Pattern Vegetable Sub-Groups Fact Sheet
School Lunch Meal Pattern Grains Fact Sheet
NJ Menu Planner Tool

C: Ms. Elise Sadler-Williams, Division of Finance, NJ Department of Education