

TO: Sponsors of the School Nutrition Program

FROM: Vonda Ramp, M.S, R.D.
State Director, Child Nutrition Programs

DATE: September 9, 2022

RE: School Breakfast Program 2022-23 School Year

MESSAGE:

On Friday, September 9, 2022, Governor Tom Wolf announced that Pennsylvania will make it possible for all schools participating in the School Breakfast Program (SBP) to provide free breakfasts for all enrolled students during the 2022-23 school year, beginning with breakfast meals served October 1, 2022.

What does this mean for School Food Authorities (SFAs)?

SFAs approved to operate under the Community Eligibility Provision (CEP) or Residential Childcare Institutions (RCCIs) with no day students are not affected by this change and will not need to revise any SBP procedures.

All other SFAs must continue to follow SBP regulations and guidance as identified below:

1. Sites must be approved to operate the SBP in the 2022-23 CN PEARS Application Packet.
2. Must serve a reimbursable school breakfast per the SBP meal pattern requirements.
3. Must follow program requirements for meal distribution, counting and claiming, point of service (POS) meal counts, production records, etc. Remember that SFA's must have pre-approval by the Division of Food and Nutrition to serve meals non-congregate (inclusive of parent pick up) due to COVID-19 related closures. See CN PEARS memo [Utilization of Child Nutrition Program Waivers for the 2022-23 School Year](#) for more details.
4. May not charge any student for a SBP meal as of October 1, 2022, through the end of the 2022-23 school year.
5. After a first breakfast is received free of charge, additional breakfasts may be charged to the student. Second meals and a la carte purchases may not be claimed for reimbursement.
6. Must record and maintain POS meal counts by student name and eligibility status. SFAs must still document students in their respective eligibility status (free, reduced, and paid) on all POS meal counts.
7. Submit respective monthly claim for reimbursement in CN PEARS by indicating the documented number of meals served by eligibility category (free, reduced, and paid). Unlike the last two years where most SFA's claimed all meals in the free category, **SFAs must report meals in the correct eligibility category**. All claims must be submitted by the 60th day from the last day of the month being claimed, [Claim Due Date and Payment Schedule 2022-2023](#).

8. The Federal reimbursement will be calculated, as normal, at the corresponding rate for the eligibility category. See CN PEARS, Claims, Claim Rates.
9. SFA's will be compensated separately with state funds for the difference between the federal reimbursement rate for reduced or paid breakfast meal and the free breakfast meal reimbursement rate (\$.30/meal for reduced-price and \$2.17 or \$1.76 for Severe Need Breakfast or Regular Breakfast paid price, respectively).
10. The state funds payment, as mentioned above, will follow the same process as any other claim. No additional steps are required by SFAs to receive the additional funding.

Contact RA-NSLP@pa.gov with any questions.