



Staying on Track: Questions & Answers

Answers to the questions asked in HNS' **September 2024 Staying on Track** webinar.

Please note, operators are responsible for remaining up-to-date on program guidance/regulations. The following answers reflect the information available at the time of the live webinar and may be subject to change.



Verification, Direct Certification, & Food Service Program Reporting

Is Verification required when operating CEP?

No, School Food Authorities (SFAs) operating CEP will not perform verification activities but will need to submit the verification report prior to February 1. This report will not be available until after mid-November.

If a district participates in partial CEP implementation (some sites operate CEP, some sites operate regular NSLP), are verification activities required for the non-CEP sites?

Yes, sites operating regular NSLP (non-CEP sites) will need to perform verification activities. CEP sites will not need verification activities performed. ALL sites must be included in the verification report. There will be a submitting webinar offered in December/January for assistance in submitting the verification report.

Is the Verification Confirmation Review Waiver a requirement?

The Confirmation Review Waiver is not a requirement for all operators. The confirmation review is a process that must be conducted by a school official who did not make the original eligibility decision, otherwise known as a Confirming Official. SFAs that use a technology-based system with a high level of accuracy in processing an initial eligibility determination may request a Confirmation Review Waiver.

When reporting in AzEDS, what will schools operating CEP report in the Food Service Program Reporting?

CEP operators will report students that match in Direct Certification only. All other students will be reported as full-pay.

Will CEP operators report Income Eligibility 1 and 2 indicators from the Alternative Income Forms in AzEDS as well?

Yes, reporting income indicators has not changed. However, SFAs will only report the Food Service eligibility information (not income indicator 1/2) in FPS10. The training today introduced additional student information that is required.

Do SFAs need to enter denied applications in the Food Service Reporting in AzEDS?

Yes. Denied applications will be reported as "Full Pay." Additional questions should be relayed to School Finance by submitting a [HelpDesk Ticket](#).



Trainings, Resources, & Try It Local

Is there any way to know what items will be featured for One in a Melon before the month begins?

HNS will attempt to announce the featured One in a Melon item for the following month in Staying on Track. Additionally, menu planners can indicate "Fresh Produce" on menus and then use the seasonal items as they are available.

Do participants attending the Preparing for Your Administrative Review workshop need to take any prerequisite training?

No, there are no prerequisites for attending the upcoming Preparing for Your Administrative Review Workshops.

If an Administrative Review onsite visit is scheduled for the same month as the Preparing for Your Review workshop, should an SFA still attend the workshop?

SFAs may still attend the workshop if the onsite review is scheduled in the same month, but most items reviewed within the workshop will review documents that have already been submitted.

Where can I find the Spanish Alternative Form for Income-based Eligibility?

A Spanish version of the Alternative Income Form has not been made available by the Title I Division.

What is the determination of an experienced director?

For the purposes of training recommended in HNS' Training Curriculum for School Nutrition Professionals, an experienced director is defined as an individual who has been in the role of School Nutrition Programs Director for two or more years. For more information, please review the [Training Curriculum](#).