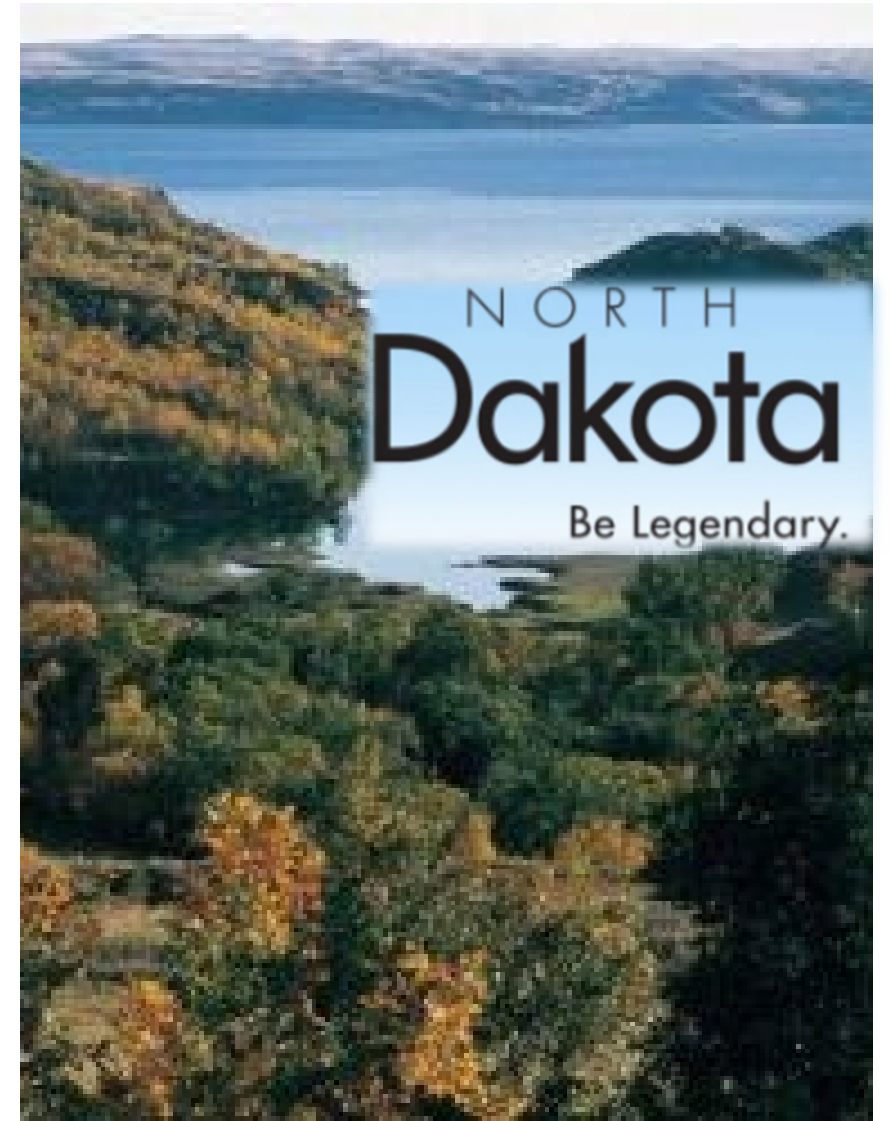




NORTH DAKOTA
**DEPARTMENT OF
PUBLIC INSTRUCTION**

ACROSS THE DESK

March 2026



Lake Sakakawea

AI Bot Rules for NDDPI Hosted Meetings/Webinars



“Please be advised that due to privacy concerns and potential legal implications, the use of external AI transcription tools is strictly prohibited in NDDPI meetings. If you wish to record a meeting for transcription purposes, please submit your request to the meeting organizer.”

Agenda

- Free/Reduced Data Posted
 - Meals served data also available
- Community Eligibility Provision (CEP) essentials
- Buy American reminders

School Breakfast Week



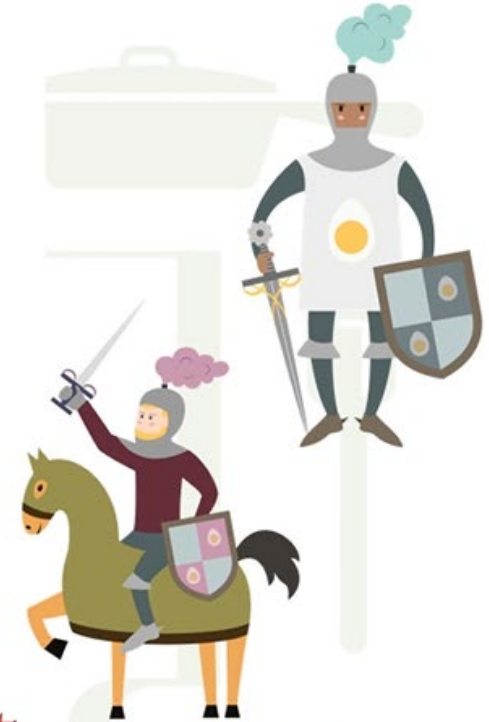
Send us your
celebrations!



the quest for
SCHOOL BREAKFAST

NATIONAL SCHOOL BREAKFAST WEEK

MARCH 2-6, 2026





Thank you, Bottineau!

- Kelly Olson
- Patricia Graber
- Cindy Lagasse & crew

NDDPI

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Our Knights in shining armor, National Breakfast week 2026



π

A large, stylized blue pi symbol (π) is positioned on the left side of the image. It has a thick, rounded font style.A large, stylized blue pi symbol (π) is positioned on the right side of the image, mirroring the one on the left.

**Happy
Pi Day**

π

Next Celebration: 3.1415926535897932384626433832795

Provision Programs

- Community Eligibility Provision (CEP)
- Provision 1
- Provision 2
- Provision 3

Community Eligibility Provision (CEP)

- An alternative to household applications for high poverty local educational agencies (LEAs) and schools
- Eligible LEAs/schools serve free lunches and breakfasts to all students for 4 successive school years
- Meal reimbursement is based on Identified Student Percentage (*ISP*)

LEA Eligibility for CEP

- LEAs may elect the CEP for the entire district, individual schools, or a group of schools
- To be eligible, the LEA/individual school/group of schools must have an *ISP* of at least 25%
- Identified Students are those certified for free meals that are NOT subject to verification (example: directly certified through SNAP)

How Does CEP Work?

- The *ISP* multiplied by a factor of 1.6 equals the percentage of total meals reimbursed at the Federal free rate.
- The remaining percentage of total meals reimbursed at the Federal paid rate.
- Any meal costs in excess of the total Federal reimbursement must be covered with non-Federal funds.

How Does CEP Work?

- LEA and schools run direct certification matches no later than April 1st of each year to obtain current counts of SNAP, TANF, Medicaid and FDPIR participants.
- Homeless, migrant youth, and foster children lists are matched no later than April 1st of each year to include in the *ISP*.
- Each year, LEAs or schools may use the *ISP* from the year prior to the first year or an updated identified student percentage from the prior year, whichever is higher.

Provision 1: Simplified Applications

- \geq 80% enrolled students eligible for free or reduced-price meals
- Students certified Free are eligible for 2-year period
- All other households provided meal application and apply for benefits each year
- Schools record daily meal counts by eligibility category as basis for Claims for Reimbursement

Provision 2: Simplified Counting and Claiming

- Schools make eligibility determinations and count meals by type (F/RP/P) in the first year (Base Year)
- Use claiming percentages from base year in non-base years, take total meal counts only.
- Schools use the same F/RP percentage for four school years
- All students receive meals at no charge

Provision 2: Base Year

September 2023: 80 free meals
15 reduced price meals
+ 5 paid meals
= 100 total meals per day



80/100 = 80% Free

15/100 = 15% Reduced

5/100 = 5% Paid

Provision 2: Non-Base Year Example

September 2024

Total meal count for the month: 150

Claim for Reimbursement:

$.80 \times 150 = 120$ free rate

$.15 \times 150 = 23$ reduced price rate

$.05 \times 150 = 7$ paid rate

Provision 3: Simplified Counting and Claiming

- Schools follow procedures similar to those under Provision 2
- Schools receive the same level of federal cash and commodity assistance each year, with some adjustments, for a 4-year period

Provision 3: Base Year

- Base Year
 - Outside of the 4-year cycle
 - Offer meals either at no charge, or charge students eligible for RP/P meals
 - Make eligibility determinations and count daily meals by type
 - Establish base year socioeconomic data
 - Claim reimbursement from these counts

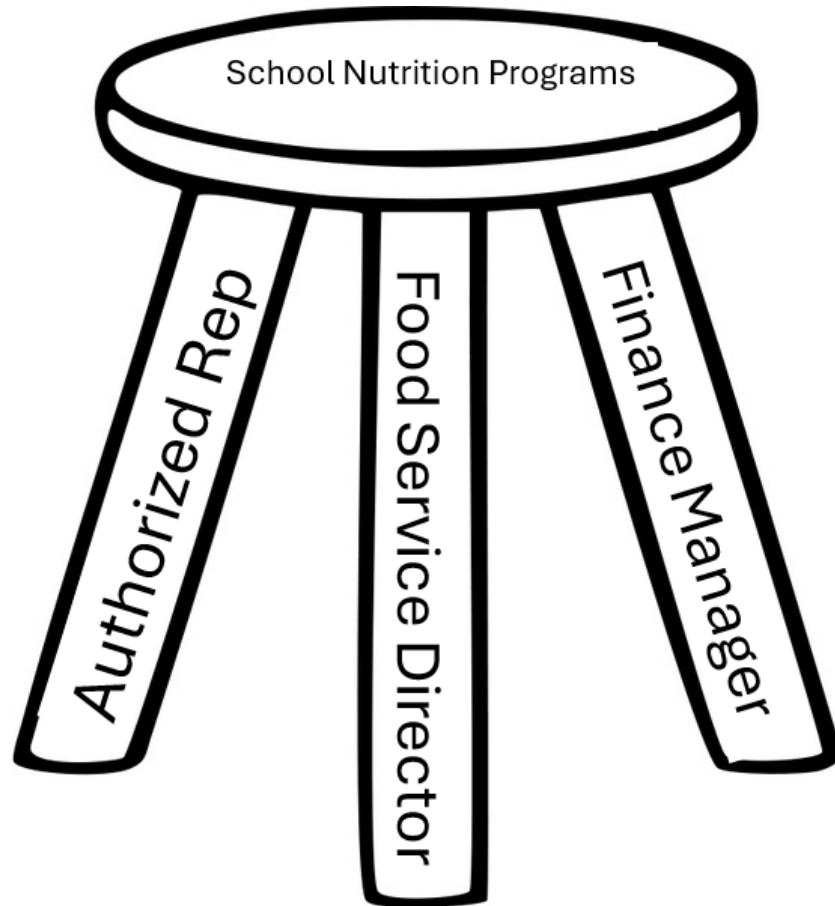
Provision 3: Non- Base Year

- Non-Base Years
 - Offer all meals at no charge
 - Count total meals
 - Claim reimbursement according to Base Year numbers adjusted for:
 - Inflation
 - Change in enrollment
 - Change in number of operating days

Extensions

- Provisions 2 and 3 can be extended for 4 years if the income level of the school's population:
 - Remained stable
 - Declined
 - Had negligible improvement (5% or less)

Best Practices



- Budget
- Procurement
- Student Participation

BUY AMERICAN

7 CFR 210.21 and 7 CFR 220.16

WHAT IS IT?

The Buy American provision requires school food authorities to purchase, to the maximum extent practicable, domestic commodities or products.

The Buy American Provision is required in all procurement procedures, solicitations, and contracts.

1



BUY AMERICAN

7 CFR 210.21 and 7 CFR 220.16



2

NON AVAILIABLE ARTICLES

EXCEPTIONS

Two limited exceptions when non-domestic foods may be purchased by school food authorities.

1. Not available/not produced in sufficient quantities
2. Competitive bids show the cost of the U.S product is significantly higher



BUY AMERICAN

7 CFR 210.21 and 7 CFR 220.16

FAR 25.104

NON AVAILABLE ARTICLES

The Non-Available Articles list contains products that are not grown or produced in the U.S.

A justification form is not required for any of these products



BUY AMERICAN

7 CFR 210.21 and 7 CFR 220.16

Buy American Provision for School Meals:

What the law says:

Schools must buy domestic food products to the maximum extent possible.

- A domestic product means:
 - Grown in the U.S., and
 - Processed in the U.S. using mostly U.S.-grown ingredients.

Exceptions are allowed – ONLY when necessary

You may use a non-domestic item only if:

1. It's **not available** in the U.S. in the quantity or quality you need.
2. A U.S. product costs **significantly more** than the imported version.

Before requesting an exception, ask yourself:

- Can I find this product from another domestic supplier?
- Is there a U.S. product I could substitute?
- Am I buying at the right time of year for the best pricing?

Requesting an Exception

To use a non-domestic item, submit a **written request in advance**. Include:

1. **Domestic substitutes you tried** (with pricing and availability)
2. **Why is an exception needed** (check one):
 - Not available domestically
 - Domestic item is too expensiveInclude prices of both the domestic and non-domestic products.

Items Automatically Allowed (as of June 11, 2025)

These foods are considered **non-available** and don't require exception documentation:
Bananas, Brazil Nuts, Cashews, Coconut, Coffee, Grapefruit, Canned Mandarin Oranges, Canned Pineapple, Spices and herbs, Water chestnut.

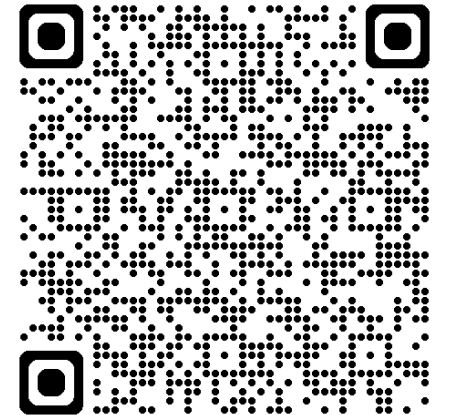
Tracking Worksheet: Non-Domestic Purchases Justification

List any additional foods not on the list above that the school purchases non-domestically and the reason why they cannot be procured domestically:

Food	Country of Origin	Justification: Price of Domestic product too high-Domestic product not available	Check Documentation on file	Date
Grapes	Mexico	Pricing from distributor shows US US grown grapes are double in price at this time	√	12/1/2025

JUSTIFICATION FORM

Products not listed on the Non-available Articles list require a Buy American Justification Form.



BUY AMERICAN


7 CFR 210.21 and 7 CFR 220.16

CAP ON NON-DOMESTIC PURCHASES

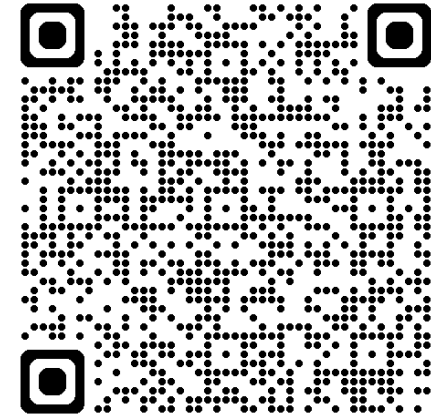
Limit on the percent of total commercial food costs from nondomestic foods

- SY 2025-2026, the nondomestic food purchases cap will be 10%
- SY 2028-2029, the nondomestic food purchases cap will be 8%
- SY 2031-2032, the nondomestic food purchases cap will be 5%

All purchases including those on the Non-available Articles list must be included on the percentage.

USDA Sample Tracker 

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How to eliminate non-domestic product

1. Set up the distributor order guide with only domestically produced items
2. Also set substitutions that meet the Buy American provision
3. Require that the distributor contact you before sending a substitution
4. Write the Buy American provision into all specifications and contracts so distributors know they must be sending domestic product.
5. If non-domestic product is ORDERED, you must justify it.
6. Train staff on the Buy American provision so everyone knows what they are looking for.



info@purchasingconnection.org

Phone: 866-337-2005

-Letter to opt in:

Friday or early next week

-Link for suggestions, concerns

Particularly pricing!

• Melissa Mattson

Director of Administrative Services

COOPERATIVE FOOD SERVICE



COOPERATIVE
Purchasing
CONNECTION

Tray of the Month

- **Theme:** March is *celebrating National School Breakfast! Pictures are due Tuesday, March 31.*
- **Photo Criteria:**
 - Full lunch or breakfast tray (all components + milk).
 - Close-up, well-lit photo.
 - If students are visible, ensure photo release forms are signed.
- **Submission:** Email your photo to amolson@nd.gov.
- **Optional:** Participate if you feel inspired!

February-Soups & Stews
Bismarck Public Schools –
Century High School



School and Childcare Garden Grant

Eligibility:

- All **school districts** in the National School Lunch Program
- **Childcare facilities** operating CACFP

Awards:

- \$1,000 per award
- 9 awards reserved for school districts
- 9 awards reserved for CACFP sites

Allowable Expenses:

- Supplies, materials, and equipment for **indoor or outdoor gardening**, including:
 - Soil, compost, raised beds
 - Seeds, plants, fruit trees
 - Tools, watering/irrigation systems
 - Indoor growing systems
 - Gardening learning supplies
 - **Required to submit receipts and ledger for claims.**

Application Deadline: Friday, March 13 at 4:00pm!!

Funding opportunity is on Web Grants.



Wing Community Garden



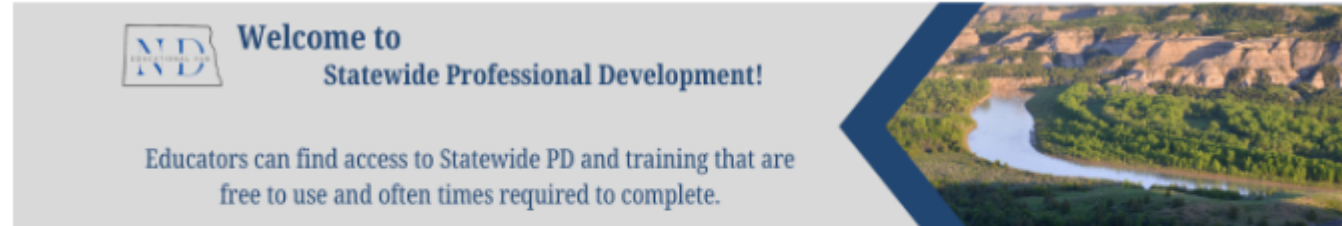
Questions?



Other Training/Resources

North Dakota
Educational Hub:

Myndeducational.hub.org



The sub-catalogs below are located under the “Statewide Professional Development” catalog. The courses listed under each sub-catalog are live and ready for enrollment. Click on the course name to enroll and begin learning today!

Child Nutrition: School Nutrition Professionals can access virtual training related to federal child nutrition programs in this catalog.		
Financial Management	Recipe Standardization	Meal Pattern: Overview
Meal Pattern: Bread-Grain	Meal Pattern: Fruit	Meal Pattern: Vegetable
Meal Pattern: Meat/Meat Alternative	Meal Pattern: Milk	Kitchen Efficiencies
Production Record Training: Paper or Excel	Offer vs. Serve Activity	USDA Foods In North Dakota
Production Record Training: Electronic via PrimeroEdge	Dominio del Menu: Desglose del regimen alimenticio	Production Record Upload for Approval

 (701) 328-2294

Kitchen Counter Conversation

3rd Tuesday of each Month
2 p.m. Central Time

Registration for each KCC is in the last
Newsletter

Next: Tuesday, March 17, 2026
Recapping School Breakfast Week
Diving into Whole Milk



Jarrett J. Krosoczka's "Lunch Lady"



Across the Desk

2nd Tuesday of each Month
2 p.m. Central Time
Registration for each KCC is in
the last Newsletter

APRIL 14TH

TOPIC: TBD



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www.nd.gov/dpi/SchoolStaff/ChildNutritionFoodDistribution



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Questions & Discussion

WWW.ND.GOV/DPI



DPICNFD@ND.GOV



(701) 328-2260



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