SFA/School District: _____ LEA #: _____

SCHEDULE C-17 2016-2017 SEAMLESS SUMMER OPTION (SS0) Funded through ADE

Complete for schools or locations which will be sites for the Seamless Summer Option

	Sample Site 1	SERVING SITE 1	SERVING SITE 2
School Name	Smith Elem		
Phone Number	501-555-1212		
Serving Site Address	202 S. Main Little Rock		
# Locations Students Consume Meals	1 of 2		
Year Round School? Yes or No	NO		
School LEA Number	099-09-009		
Designated Site Manager	B. L. Jones		
Enrollment Cycle 2 Report (most current info)	452		
Free Eligibles	250		
Reduced Price Eligibles	25		
% Free & Reduced Price Eligibles (Free + Reduced ÷ Enrollment)	60.8%		
Census Data Used for Area Eligibility (If YES, attach Census Data documentation)	YES NO		
SSO Start Date	June 5, 2017		
SSO End Date	July 28, 2017		
Type of Site **	Open		
Method of Notification of Public	Newspaper		
Organization Operating Site (if applicable)			
Circle Age/Grade Grouping – For Open & Restricted Open Site ONLY – Circle Most Common Used (can be more than one) – SEE #14 OF THE INSTRUCTIONS	Breakfast K-12 K-5 6-8 9-12	BREAKFAST K-12 ☐ K-5 ☐ 6-8 ☐ 9-12 ☐	BREAKFAST K-12 ☐ K-5 ☐ 6-8 ☐ 9-12 ☐
	Lunch K-5 K-8 6-8 9-12	LUNCH K-5 ☐ K-8 ☐ 6-8 ☐ 9-12 ☐	LUNCH K-5 ☐ K-8 ☐ 6-8 ☐ 9-12 ☐

*** ALL schools will be on Traditional Food-Based Menu Planning *****

The maximum number of programs (breakfast, lunch, snack, and supper) that can be offered per site is 2. Site SHALL NOT offer both lunch and supper.

	Days	Times	Days	Times	Days	Times
Breakfast	M - F	7 - 8				
Lunch	M - F	12 - 1				
Snack						
Supper						
CN district employee responsible for meal service & record keeping. (May be the same as the designated site manager)	B. L. Jones					
CN Office Use Only: Authorized by Area Specialist (Initial & approve/deny)						

* List address of each site where meals are consumed by students.

** Contact CN Office for additional information for a "Closed enrolled site" or "Restricted open site"

 # SSO Sites ____

_____ _____
Superintendent signature Date

_____ _____
District Child Nutrition Director signature Date

CNU USE ONLY -- Approved by:

_____
Assistant Director, ADE/CNU **Date**

# of Approved sites _____

Reviewer initials _____ Area Specialist initials _____

Entered CNU DB _____ Online Claims System _____

SFA/School District: _____ LEA #: _____

Agreement Instructions for Seamless Summer Option Program:

The district must submit the Seamless Summer Option Schedule C for approval at least two weeks prior to beginning the Seamless Summer Option each year:

- To apply for operation of the Seamless Summer Option, or
- In order to continue participating in the Seamless Summer Option

Please fill out the form, Seamless Summer Option Schedule C-17 for SY 2016-2017 (summer of 2017). If any errors, mark through and correct. Do not use white out. After the calculations are made to determine free and reduced price meal eligibility percentages:

1. Change the printed school district Child Nutrition Program SY 2016-2017 Schedule A with the Renewal Agreement and Policy Statement data form to reflect any changes for schools sites.
2. Be sure to mark the Child Nutrition Program Schedule A check box for Seamless Summer Option to ADD schools that have not previously participated in the program and to DELETE schools no longer participating.
3. Return two copies of this form with original signatures with the Child Nutrition Program Renewal Agreement for School Year 2016-2017.
4. If the district is approved for operation of the Seamless Summer Option and does NOT implement the program, the district must send notification by letter to the Arkansas Department of Education, Child Nutrition Unit.
5. Seamless Summer Option meals cannot be claimed for reimbursement until the district receives an approved SY 2016-2017 Schedule C-17.

FORM INSTRUCTIONS: (See pages 6-9 of Agreement for Seamless Summer Option Information.)

1. District information at top of page.
2. List School Name, and the Address and Phone Number of the serving sites that will be participating in the Seamless Summer Option.
3. Indicate number of sites where children will consume meals.
4. Indicate Yes or No if site is a year round school.
5. LEA number for the school participating in the Seamless Summer Option.
6. Designated site manager (This person must be present when meals are served).
7. Enrollment and Free and Reduced Price Eligibles using the most recent Cycle 2 Report available (Oct. 1, 2015 Report). To get the % Free and Reduced Price Eligibles add the Free Eligibles to the Reduced Price Eligibles and divide that number by the enrollment.
8. Indicate Yes or No if using Census Data to report site area eligibility. If Yes, attach Census Data map documentation of area eligibility.
   See Commissioner's Memo FIN-15-083 for more information on using census data.
9. Seamless Summer Option Start Date at each serving site.
10. Seamless Summer Option End Date at each serving site.
11. Type of Site – Open, Restricted Open, Closed Enrolled – Contact ADE, CNU for sites planning Restricted Open or Closed.
12. Method of Notification to Public. List method the district will use to notify the public of the availability of the Seamless Summer Option with specific locations, etc.
13. If organization other than School Food Authority (SFA) is operating the site, supply organization name.
14. As of July 1, 2012, districts/schools must use the Traditional Menu Planning Approach for planning menus. Indicate most common Age/Grade Grouping for site. There could be more than one at each site. If District plans to serve all grade groups (K-12), circle each grade group for USDA purposes. Districts operating an open or restricted open site may use a single age/grade group meeting the minimum meal pattern requirements for the most common age/grade group attending the site. A reasonable justification for the need to use a single age/grade grouping must be included with this form. Example of age/grade grouping justification: Based on past site participation, students eating at this site range from estimated age of ___to ___, although meals are available for ages 6 weeks to 18 years old with portion sizes adjusted accordingly.
15. Indicate days of the week and times of day meals will be served. If meal service will be on a weekend, submit special request with application.
16. Fill in the name of the district employee that will be responsible for meal service and record keeping.

    The Seamless Summer Option Schedule C-17 must be signed by the district Superintendent and the District Child Nutrition Director.