



**DATE:** September, 2011  
**TO:** Authorized Representative/Food Service Director  
**FROM:** Dean Flaws/Jane Heikenen, Commodity Consultants  
**SUBJECT:** 12B (October) Release

PLEASE ROUTE TO FOOD SERVICE DIRECTOR

1. Jane is in the process of putting together a USDA FOODS processing show with an emphasis on NOI. Taste testing and workshop information will be available at this show. It is being planned for November in the Des Moines area. More information will be forthcoming.
2. **12B Order Form.** You will find the 2<sup>nd</sup> Commodity Order form for the 2011-12 school year now available on the web. The 2<sup>nd</sup> shipment of commodities 2011-2012 school year is being planned to start the week of Oct. 10. The delivery cycle takes approx. 5 weeks. **Please Complete and return your orders By Friday, SEPTEMBER 9th**
3. **Internet Ordering** is available for 12B. Go to the Internet address: [www.edinfo.state.ia.us](http://www.edinfo.state.ia.us), and enter your own ID and password on the screen. Then click the submit button. **CLICK** Commodities on the Application menu screen. Now you have two options: General Information or Commodity Order Form. Select Commodity Order Form and click the **GO** button. Instruction booklets and videos are available by calling this office. If you need or forgot your ID and password please call Ellen Miller at 515-281-4542.
4. **SAE funds used for 12A (September) commodity deliveries.** All schools that are in the NSLP (National School Lunch Program) and receive USDA (commodity) Foods will get a little break on their first (12A) commodity delivery this 2011-12 school year. Extra state nutrition funds have allowed the state to help schools with transportation and storage costs for the 12A commodity deliveries. As a state agency, approximately \$160,000.00 will be used to help schools defray some of the above mentioned costs. This will vary for each school and will amount to about \$2.25 per case based on the type of storage the commodity was stored under (ex: dry, refrigerated, and frozen). This savings to schools will be reflected on the 12A commodity warehouse release bill delivered by Keck, Inc. The 12A commodity delivery for this school year started during the week of August 29th and will finish around September 30<sup>th</sup>.
5. **Deliveries short/damaged:** When commodities arrive at your school, the product unloaded should be carefully counted and checked to make sure you are receiving the correct amounts. If you discover a shortage or any damage, make sure the driver makes a note on the warehouse release and initials it. **You must have a driver's signature indicating a problem on your delivery, before any adjustment can be made on your billing.**
6. **USDA Foods webinar** will be coming on Tuesday, September 27<sup>th</sup> from 1:30 to 3:00 pm for all new foodservice directors and any others that may have a question or two for Jane and I. We will have more information available soon.

7. **Iowa Food and Distribution Program.** If you need additional information, commodity values, or forms for the Commodity Food Distribution programs, please visit our web site at: <http://educateiowa.gov/>. You may also visit USDA's Food Distribution Program website at [www.fns.usda.gov/fdd/news](http://www.fns.usda.gov/fdd/news).
  
8. **All commodity values** for this school year (11-12) will be found on the Bureau web page at <http://educateiowa.gov/>.
  
9. **Processed Commodity Food Items for 2011-2012.** All food items coded 2500 or above are processed food items and are an extra cost to your school district. If you are ordering by the Internet you will not see the Iowa Code numbers on the order form. You need to identify each processed food item in the commodity description. It will have a per case cost in parenthesis. You will be allocated one (1) of each item for all processed foods coded 2500 or above. If you ***do not*** want this product, you must put a "0" in the amount wanted column. You ***do not*** have to take these processed food items. Please note that there is a difference between the commodity value and the price of each item. The commodity value is the amount in each unit of product that is deducted from your school entitlement, unless it is a bonus commodity. The price of each item is the cost of the finished processed product. The school cost does not include the per case shipping and handling fee charged by Keck, Inc. for each case of product shipped. These are all optional products. The costs will be included in the amount you pay Keck, Inc. There will be ***no*** separate billings for processed products. New Processed Commodity Fact Booklets are now available.
  
10. **Home Ec may use commodities.** Several questions have arisen regarding the use of commodities in Home economics classes. The regs say the following regarding the use of donated foods in home economics courses:  
*School food authorities receiving donated foods under this part may use such foods for the purpose of training students in home economics, including college students if the same facilities and instructors are used for training both high school and college students in home economics courses. Home economics includes classes in general home economics, food purchases, nutrition, food preparation, cooking, child care and health.* The State Agency's position would be consistent with the federal policy, "may". There is no requirement on the part of School Food Authorities to share donated foods with home economics. In addition if they choose to share, they do not need to share all of the various types of products made available and may place limitations on the quantity. They may also charge the home economics program the cost that the SFA had to pay to receive the product, essentially shipping, handling, and storage. Our interpretation of the regs would be that the first priority for the product would be the school meal program. If the product can be shared without negative or significant negative impact to the school meal program, then it would seem likely the SFA would be willing to share to support the instructional home economics program for students. Again, however even if there is no negative impact, they would not be required by USDA or DE to share.
  
11. **Commodity Phone Numbers:**

a) Dean Flaws, Commodity Consultant	515-281-4032
b) Jane Heikenen, Commodity Consultant	515-281-4753
c) Ellen Miller, Computer Programmer	515-281-4542
d) Janelle Loney, Bureau Secretary	515-281-5356
e) Patti Johnson, Admin. Asst. Keck, Inc.	515-244-5631 ext. 130
f) Krista Larsen, Des Moines Cold Storage	515-262-6560
g) Eldon Reinhart, Mason City Cold Storage	641-424-8369

12. **The commodity assistance rate has been established for the 2011-12 school year.** The new rate established by USDA is \$.2225 per meal. This is the rate that your commodity entitlement dollars are based on.

Average Daily Participation (ADP) (2011 Data)

X Meal Rate (2011-12 rate) = .2225

X # of School Days (180)

=Entitlement

13. **If you have a new email address,** let us know and we will add you to our group “Commodity Club” email list.

Sincerely,

Dean Flaws, Commodities Consultant (515-281-4032), dean.flaws@iowa.gov  
Jane Heikenen, Commodities Consultant (515-281-4753), jane.heikenen@iowa.gov  
Bureau of Nutrition, Health and Transportation Services

**12B Commodity orders are DUE: Friday, September 9<sup>th</sup>.**