



**SOUTH DAKOTA STATE  
UNIVERSITY EXTENSION**



# **Frequently Asked Questions About Beef to School in South Dakota**



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*2nd Edition*

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## Updates to the 2nd Edition

This resource is an update to the first version titled, “Frequently Asked Questions (FAQs) About Serving Bison and Beef in USDA Child Nutrition Programs in South Dakota” which was published in August of 2021. The second version focuses on beef rather than beef and bison. Additions include South Dakota-based examples and quotes, new photos and charts, appendices (sample solicitations and common terminology in beef to school), and several new questions with answers. New questions focus on *recommendations*. The questions related to *requirements* have either stayed the same or have been updated for clarity.



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# Introduction

## About this Frequently Asked Questions (FAQ) Resource

This FAQ resource provides responses to commonly asked questions about serving beef in South Dakota (SD) child nutrition programs (CNPs). Both requirements and recommendations are provided.

Please keep the following points in mind as you read the document.

- This guide assumes that CNPs are participating in Federally funded Child Nutrition Programs (i.e. National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program (CACFP), and Summer Foodservice Program) and thus following the requirements of those programs. While referred to as beef to school, the information in this resource is not limited to schools and may apply at other CNP sites such as childcare facilities operating CACFP.
- The information provided refers to Federal and State requirements. Tribal, Local, or school requirements or preferences may be more restrictive or thorough. Producers, processors, or CNPs may go “above and beyond” the applicable requirements.
- There is no one-size-fits-all beef to school (B2S) program. Ultimately, how B2S gets implemented is determined at the local level.

A list of terminology is available in Appendix B.

### Beef to School Benefits Students!

“For us, beef to school is about trying to provide the best food we can for kids. Kids light up if you tell them their food is from a producer they know. We’ve seen an increase in the number of students eating school lunch since starting beef to school.”

– Virginia Utter, Bison School District



## Federal Child Nutrition Program Organization

**USDA Food & Nutrition Service**  
Federal Administration



**SD Department of Education Child & Adult Nutrition Services**  
State Administration



**Local Food Authorities**  
Program Operation

The United States Department of Agriculture (USDA) Food and Nutrition Service provides federal administration for child nutrition programs. The SD Department of Education Division of Child and Adult Nutrition Services administers child nutrition programs in the state. Local food authorities (such as at schools) operate CNPs. Local Food Authorities must meet, but may choose to exceed, state or federal requirements for CNPs. Local and Tribal requirements may exceed state and federal requirements and, in which case, must also be followed by the local food authority.



## Getting Started with Beef to School

### What is beef to school?

Farm to school (F2S) is a concept that includes a variety of activities conducted by CNP directors to connect children with the source of their food, improve health and education outcomes, and inspire youth toward careers in agriculture.<sup>1</sup> Varying in each community, F2S programs may include one or more of three core components: 1) serving local food in CNPs, 2) school or youth food production, and 3) education. B2S is a more specific version of F2S which focuses specifically on beef. This FAQ focuses on serving local beef in CNPs in SD (core component #1).

B2S programs across SD are a mix of donation-based programs that operate from the generosity of producers & processors and purchase-based programs whereby the CNP pays for the beef. Both methods will be addressed in this FAQ.

### Beef to School Benefits Kids & Community!

“Beef to school is a ‘win-win’ because it puts dollars into the local economy and kids know where their food comes from.”  
– Lynn Dunker, Wall School District



### Can I sign up for the South Dakota Beef to School program?

There is not an official State B2S program that you may sign up for. B2S, like F2S, is a concept that is meant to be adapted by each community to create a local program.

You may sign up to be a member of the SD F2S Network. The Network is a hub for information, networking, and community building. Through the development of practical guidance, educational resources, effective communications, and strategic direction, the SD F2S Core Team serves as the glue to grow and strengthen the SD F2S Network. Core team members include staff from SDSU Extension, State agencies, and agricultural organizations who can support your community’s F2S goals. To sign up for SD F2S Network communications and learn more, visit [extension.sdstate.edu](http://extension.sdstate.edu) and search “South Dakota Farm to School Network”.

### Who might be involved in a local beef to school program for it to be the most successful?

The most successful F2S programs are the result of strong, diverse teams working together within local communities. Therefore, the following entities are encouraged to be on all B2S teams:

1. **Child Nutrition Program Director (i.e. Food Service Director):** The person responsible for purchasing food and menu planning. In some school districts, these roles are shared by the school business manager and head cook.
2. **State or Federally Inspected Slaughter and Processing Facility:** Slaughter and processing may occur at the same or different inspected facilities.
3. **Beef Producers**
4. **Additional Supporters:** It is highly recommended that B2S have support from additional people, including but not limited to a school administrator (e.g. superintendent or business manager), school board members, community leaders (e.g. 4-H advisor), educators (e.g. agricultural education), students, parents, or other school staff.



## What is the first step to starting B2S?

There is not one path to starting a B2S program in your community. However, a good approach would be to 1) become informed on B2S by reading this guide and connecting with B2S program leaders from other communities (the contacts on page 20 are available to help you connect), and 2) start some conversations with the people or entities listed in the previous question for your local area.

## When is the best time to start B2S?

There is no wrong time to start B2S. Being aware of the following information may help to determine the best timeline for your community's program.

- **CNPs** typically plan menus for the upcoming school year in January/February, making the winter months a good time to contact a CNP director. While it is acceptable to reach out throughout the year, consider:
  - » The start and end of the school year are typically busy, and
  - » The CNP director may not work or may have reduced hours during the summer.
- **Producers** have cattle available at various times in the year depending on their production focus.
  - » Cow/Calf operations typically have open cows available in spring or fall.
  - » Finish feedlot operations might have more availability throughout the year.
  - » Each operation is different and there may be other options once you connect, for example, cows without calves may be available at different times.
- Having **slaughter** dates lined up in advance with inspected facilities is crucial. For instance, if a CNP wants one beef per semester, August and December harvest dates might work well.

### Beef to School Benefits South Dakota!

"Beef to school demonstrates the goodness of South Dakota and the food we produce. We don't have to buy from other States and countries."

– Ken Charfauros, Wall Meat Processing



# Food Safety and Product Labeling

## Slaughter and Processing Inspection

What are the slaughter and processing requirements for beef served in Child Nutrition Programs in South Dakota?

To be served in federally funded CNP meals, The United States Department of Agriculture (USDA) Food and Nutrition Service requires that beef be slaughtered and processed under USDA Food Safety and Inspection Service (FSIS) inspection or State of South Dakota inspection, regardless of if the beef animal or beef product is sold or donated to the CNP.<sup>2</sup>

Beef may be slaughtered and processed under State inspection in South Dakota or at Cooperative Interstate Shipment (CIS) select establishments in any of the ten states participating in the CIS program and be served in CNP meals in South Dakota. Bordering states participating in CIS include Iowa, Montana, and North Dakota.<sup>3</sup>

**Table 1.** Similarities and Differences between Federal and State Inspection

	Federal Inspection	State Inspection
<b>Similarities</b>		
Requirements of Inspection Includes:	<ul style="list-style-type: none"> <li>• Ante-mortem inspection of the live animal,</li> <li>• Verification of humane handling requirements,</li> <li>• Post-mortem inspection to ensure the meat from the carcass and internal organs are fit for consumption,</li> <li>• Inspection of the facilities and equipment to ensure sanitary conditions, and</li> <li>• Review of Sanitation Standard Operating Procedures and Hazard Analysis Critical Control Point plans and label approval.</li> </ul>	<ul style="list-style-type: none"> <li>• Required by law to be “at least equal to” Federal inspection regarding regulatory rigor.</li> </ul>
<b>Differences</b>		
On-site Inspection	<ul style="list-style-type: none"> <li>• Conducted by the USDA FSIS (i.e. by a USDA FSIS inspector)</li> </ul>	<ul style="list-style-type: none"> <li>• Conducted by the South Dakota Animal Industry Board (i.e. by an SDAIB inspector)</li> </ul>
Sales and Distribution	<ul style="list-style-type: none"> <li>• All Federally inspected meat products may be sold across state lines.</li> </ul>	<ul style="list-style-type: none"> <li>• Meat from Federally amenable species (includes beef) can only be sold or distributed within the State. If the plant has been approved to operate under the CIS program, it can be sold or distributed to any state in the US.</li> </ul>
Mark of Inspection	<ul style="list-style-type: none"> <li>• Gets a USDA inspected stamp.</li> </ul>	<ul style="list-style-type: none"> <li>• Gets a South Dakota inspected stamp (State inspection), or USDA inspected stamp (CIS inspection).</li> </ul>
For more information, visit <a href="http://extension.sdstate.edu">extension.sdstate.edu</a> and search “Meat Inspection in South Dakota: Requirements and Resources for Processing and Selling Meat”. <sup>4</sup>		



## What are the different beef slaughter and processing licenses, and which are acceptable for selling and donating beef to Child Nutrition Programs?

Beef slaughter and processing occurs under one of three South Dakota licenses: retail exempt, custom exempt, and inspected slaughter and processing. Inspected slaughter and processing licenses are required for beef that is sold or donated to CNPs.<sup>5</sup>

*Example:* A child nutrition program director has connected with a local beef producer. The producer typically gets beef slaughtered and processed for their own freezer at a facility operating under a custom exempt license, resulting in beef that is labeled “not for sale”. To provide beef to the CNP, the producer must have the beef slaughtered and processed under Federal or State inspection, resulting in beef that has a mark of inspection (see table 2).

### Meat Licenses Comparison

#### Inspected Slaughter and Processing License (State, CIS, or Federal)

Carcasses and meat products are labeled with the MARK OF INSPECTION.

To operate under inspection the establishment must fulfill 3 requirements:

- Issued inspected license (Fed-grant of inspection)
- Have Hazard Analysis and Critical Control Points (HACCP) plan and prerequisite programs (Food Safety System) for that specific process
- Inspector must be present during production of food products

**Meat may be sold or donated to Child Nutrition Programs.**

May also operate under custom exempt and retail exempt licenses.

#### Custom Exempt License

Operate under custom exemption.

- Carcasses and meat products labeled NOT FOR SALE
- Operate in sanitary manner
- Inspector normally present once per month
- Meat product returned to owner of the animal prior to slaughter for their consumption only

**Meat may not be sold or donated to Child Nutrition Programs.**

May also operate under retail exempt license.

#### Retail Exempt License

Operate under retail exemption.

- All retail product must originate from inspected meat products (contain State or for Federal MARK OF INSPECTION)
- Meat products further processed by a retail licensed establishment must have establishment's retail label and sold in their retail case

**Retail Meat Products may be sold or donated to Child Nutrition Programs when purchased from a retail exempt facility because they originate from an inspected meat product.**

“The inspection process requires sampling of meat products to ensure the product is safe for the consumer, which is especially important when the consumers are children. The mark of inspection assures safety measures are in place beyond the requirements for the custom exempt and retail exempt licenses.”

– Tammy Anderson, DVM, DACVPM  
South Dakota Animal Industry Board



## Where can I find inspected slaughter and processing establishments?

**State:** Visit the South Dakota Animal Industry Board's Meat Inspection webpage ([aib.sd.gov/meatinspection.html](http://aib.sd.gov/meatinspection.html)) and click on "List of Inspected Establishments".

**Federal:** Visit the USDA FSIS Inspection webpage ([fsis.usda.gov/inspection](http://fsis.usda.gov/inspection)). Click on the "establishments" drop-down menu and then "meat, poultry and egg product inspection directory".

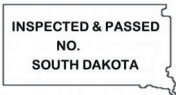




**CIS:** Visit the USDA FSIS CIS Program webpage ([fsis.usda.gov/inspection/state-inspection-programs/cooperative-interstate-shipping-program](http://fsis.usda.gov/inspection/state-inspection-programs/cooperative-interstate-shipping-program)) and click on "CIS Establishments".

## Product Labeling

### What are the labeling requirements for beef offered in Child Nutrition Programs?

Considering both Federal (USDA FSIS) and State (South Dakota Animal Industry Board) requirements, the following elements are minimum labeling requirements for beef offered in CNPs.<sup>3,5,6,7,8,9,10,11</sup>

**Table 2.** Minimum Labeling Requirements for Beef Offered in CNPs

Label Element	Requirement
Mark of Inspection	<p>Any of the following inspection stamps are allowable on the Principal Display Panel (PDP).</p> <div>  <p>South Dakota inspection stamp</p> </div> <div>  <p>USDA inspected stamp on raw beef</p> </div> <div>  <p>USDA inspected stamp on processed beef</p> </div> <div>   <p>CIS program USDA stamp with "SE" indicating "state establishment"</p> <p>#38 and #14 are used in USDA stamps as examples.</p> </div>
Common Product Name	Required on the PDP (e.g. Ground Beef)
Ingredient Statement	Required if product contains more than one ingredient; may be on the PDP or the information panel
Handling Statement	Required on the PDP (e.g. Keep Refrigerated)
Signature Line – Processor Name & Address	Required; may be on the PDP or the Information panel
Safe Handling Instructions	Required for raw or partially cooked meat; may appear anywhere on the package.

Net weight statements are not required for beef products sold for food service use only, but a net weight statement may be added voluntarily when in compliance with 9CFR 317.2(h).

## Nutrition Facts Labels

Typically, meat is required to have a Nutrition Facts label, per USDA's FSIS regulations (9 CFR 317.300). However, products not sold to retail consumers (i.e. for school food service use only) are exempt from bearing Nutrition Facts labels. Additionally, most South Dakota-inspected meat establishments are small and these establishments operate under exemptions to 317.300 as described in 317.400 (a)(1)(i) and (ii), and therefore are not required to include Nutrition Facts labels. However, if a product includes any nutrient content claims or other nutritional information, then a Nutrition Facts label is required. If a CNP is requesting nutrition information, it can be found in the Food Buying Guide for CNPs or Food Data Central ([fdc.nal.usda.gov/](http://fdc.nal.usda.gov/)).

If a processor chooses to include nutrition facts on the product, then the processor must maintain records to verify the nutrient levels claimed on a Nutrition Facts Panel in accordance with Food and Drug Administration Food Labeling requirements at 21 CFR 101.9(g)(10) for beef: "The manufacturer must make and keep written records (e.g., analyses of databases, recipes, formulations, information from recipes or formulations, or batch records) to verify the declared amount of that nutrient on the Nutrition Facts label."

## Is beef offered in Child Nutrition Programs required to have Child Nutrition Labels?

No, Child Nutrition (CN) Labels are *not required* for beef or any other food served in CNPs. The CN Labeling Program provides food manufacturers the *option* to include standardized food crediting statements on their product labels. CN Labels make it easy for CNP directors to determine how foods credit toward meal pattern requirements.<sup>12</sup>

If your package of meat is stamped



It has not been inspected and CAN NOT be sold or donated.

CUSTOM NOT FOR SALE product is only for use by the owner, members of the owner's immediate household or nonpaying guests.

Questions call SD Animal Industry Board: (605) 773-3321

Image Courtesy: South Dakota Animal Industry Board

## Food Safety in Action

For Bison School District's Child Nutrition Program, one of the school board members with experience in the beef industry goes to the ranch to look at the animal and determine that it is healthy before being slaughtered and processed for the school.



## Food Safety in Action

Wall Meat Processing is State and Federally inspected. They choose to go beyond the food safety practices already in place with their licenses by sending product samples to SDSU to test for pathogens or other adulterants. This provides confidence that the beef product is safe.





## Transporting and Storing Local Beef

### What are food safety considerations for transporting processed beef to the Child Nutrition Program site?

CNPs should work with their health inspectors to follow food safety requirements. Processors should follow their Hazard Analysis and Critical Control Points (HACCP) plans to always ensure time and temperature control. Beef products should always remain at a safe temperature and be protected from any form of contamination (physical, chemical, or microbial).

### How long can frozen beef be held?

Frozen foods, including beef, remain safe indefinitely. Uncooked ground meat remains at the best quality for about 3-4 months frozen. Uncooked roasts remain at best quality for 4-12 months frozen.<sup>13</sup>

Consistent freezer temperature monitoring can prevent product loss due to freezer breakdown. When away from the kitchen during weekends or breaks, a Bluetooth or Wi-Fi-connected thermometer can help to monitor temperatures. There are options on the market that allow for 24/7 temperature monitoring from a cellular device and provide rising temperature alerts.

### How can a Child Nutrition Program do beef to school without much freezer space?

CNPs can be creative and work with partners without adding additional freezer space. For example,

- Hold some beef at the CNP kitchen and some at the processing facility if the facility is agreeable and has space.
- Request incremental deliveries to allow for more frequent beef product usage and re-stocking.



Photo courtesy: Wall Meat Processing

Grants or funding may be available to expand freezer capacity, or other equipment needs, such as a USDA Patrick Leahy Farm to School Grant ([fns.usda.gov/f2s/farm-school-grant-program](https://fns.usda.gov/f2s/farm-school-grant-program)), or USDA Equipment Assistance Grant through the SD Department of Education.

# Incorporating Local Beef Into Child Nutrition Program Meals

## Child Nutrition Program Menu Planning

### Does a Child Nutrition Program need to change recipes to use local beef?

Recipes do not need to be changed if the same beef product is purchased as is called for in the standardized recipe. For example, if the recipe calls for 85-15 ground beef, a CNP director can work with the meat processor to request 85-15 ground beef. Or, if the local beef is a different fat content than a CNP is used to, recipe testing and minor adaptations are typically all that's required to incorporate the local beef.

### How can a Child Nutrition Program determine the quantity of local beef needed for menus?

A simple method is to use the previous year's menus to estimate the quantity of beef needed by adding together the pounds of beef used over the same time period as the upcoming order (ex. September-December). For more precise estimations, you could break out estimations by the type of beef product, such as ground, patties, and roast. Referring back to the quantities of beef used on specific menu days can help if a CNP wants to add additional beef entrees to the menu.

### How much beef can be expected from one animal?

The following table demonstrates average weights and yields to estimate edible beef yield from one animal. Actual numbers will vary. From start to finish, approximately 40% of the live weight will yield into pounds of edible beef.<sup>14</sup>

Live Animal Weight	Carcass Weight	Yield of Edible Cuts
Average weight of a harvest steer	Typically, 62%-64% of live animal weight	Typically, 55%-75% of carcass weight
1200 lbs.	750 lbs.	490 lbs.

## Crediting Beef Towards Child Nutrition Program Meal Pattern Requirements

### What is the process to determine how beef contributes toward Child Nutrition Program meal pattern requirements?

To determine how local beef contributes to meal pattern requirements, menu planners can use the USDA's Food Buying Guide for CNPs ([foodbuyingguide.fns.usda.gov](http://foodbuyingguide.fns.usda.gov)). The Food Buying Guide helps menu planners purchase the right amount of food and determine the specific contribution each food makes toward CNP meal pattern requirements. The Food Buying Guide contains crediting information for several types of beef. For example, per the Food Buying Guide:<sup>15</sup>

### Start Small

"Beef to school does not need to mean 100% of the beef served in CNP meals is local. A CNP may start small, for example with one menu item. When getting started, it may be easiest to request mainly ground beef and patties from the processor as they can be the simplest to prepare and use in already-existing recipes."

– Anna Tvedt, SDSU Extension Nutrition Field Specialist



1 lb. (16 oz.) raw, ground beef (no more than 20% fat) = 0.74 lb. (11.85 oz.) cooked, drained ground beef

Starting Amount	Serving Size	Number of Servings
11.84 oz. cooked, drained ground beef (from 1 lb. raw)	1 oz.	11.84
	1.5 oz.	7.90
	2 oz.	5.9

CNPs participating in the National School Lunch Program (NSLP) must offer at least one or two ounces of meat (or meat alternate) per day depending on the grade(s) of students being served. Minimum requirements vary by student grade level.<sup>16</sup>

Student Grade Level	Minimum Daily Meat that Must be Offered per Student (NSLP)	Minimum Weekly Meat that Must be Offered per Student (NSLP)
Preschool (ages 3-5)	1.5 oz.	7.5 oz.
K-5	1 oz.	8-10 oz.
6-8	1 oz.	9-10 oz.
9-12	2 oz.	10-12 oz.

### What is the fat content requirement for ground beef in Child Nutrition Program meals?

To credit in CNPs, a meat ingredient must match or have a similar description to the food item in the Food Buying Guide. All Food Buying Guide entries for ground beef have 30% or less fat, so all ground beef served in CNPs must have 30% or less fat, which aligns with the USDA FSIS standard of identity for beef products.<sup>17</sup>

CNP meals must fall below the saturated fat dietary specifications for the school week. School lunches offered to all age/grade groups must, on average over the school week, provide less than 10 percent of total calories from saturated fat.<sup>18</sup>

### Determining Fat-to-Protein Ratio

"We use a fat-to-protein tester on site to make sure beef for schools is of the right lean-to-fat ratio needed by the school."

– Ken Charfauros, Wall Meat Processing





# Local Beef Donations and Sales to Child Nutrition Programs

B2S programs across the State of South Dakota are a mix of donation-based programs that operate from the generosity of producers and processors, and purchase-based programs whereby the CNP pays for the beef. Donation programs are sometimes used as a 'pilot' to get started with B2S before moving to a purchase-based program. There is no one set way to do it, but purchase-based programs can provide for more long-term sustainability since producers and processors are being compensated for their valuable time and services.

## Local Beef Donations to Child Nutrition Programs

### How could someone donate to a B2S program?

There are several types of B2S donations.

- **Monetary:** to the CNP/school to support beef product or processing expenses
- **Live animal:** donated by a producer to the CNP or slaughter/processing facility
- **Animal processing:** donated by the processing facility
- **Transportation:** donation of time or resources to transport the live beef animal to the slaughter facility and/or the finished beef product to the CNP

### Should a receipt be provided for donations?

The people/organizations who donate to the B2S program may want a receipt to report the donation in their tax filing. The entity that receives the donation (whether the CNP/school or slaughter/processing facility) should be prepared to provide documentation, including what the beef would have cost had it been sold at market price.



Photo courtesy: Wall Meat Processing

"Our first beef for the Wessington Springs School District was donated by a local 4-H member who had an open cow. Once people heard what we were trying to start, other donations to pay for the processing were received. The transportation to and from the meat locker was also donated by local farmers."

– Audra Scheel, SDSU Extension 4-H Youth Program Advisor - Sanborn & Jerauld/Bufalo Counties



### Do beef donations need to be on the CNP's Approved Authorized Vendor list?

Yes, CNPs must include all people or entities who donate products (not money) to the CNP in the procurement plan as 'Approved Authorized Vendors.' USDA or SD CANS does not have an approved vendor list. CNPs must follow all applicable program regulations.

### What are some ways to advertise for beef to school donations?

There are many ways to go about getting donations for B2S, such as social media posts, newspaper advertisements, flyers, word of mouth, and inviting producers to school board meetings when B2S will be discussed.

## **BEEF TO SCHOOL**

The **Haakon County School District- Philip** is asking for ranchers to donate locally raised beef for this program. We have had great success with the local grown beef. It is nice knowing where our beef is coming from. By participating, local producers will provide higher quality meat to our students and help to reduce district food costs.

Types of beef that can be donated:

- Market Steers (1000 to 1500 lbs)
- Open Heifers (under two years of age)
- Cull Cows and Cull Bull-processed into pure ground beef patties

#### **Beef to School Information:**

- Producers may donate beef to the school district or make a monetary donation to defray the cost of the processing
- There will be no cost to the producer for their donation
- The donation is tax deductible
- The producer will arrange with the district on drop off for processing
- All donations will be recognized by the district

according to the South Dakota Department of Agriculture and the Farm to School USDA Office of Community Food Systems guidelines, the meat processing facility must be approved to process locally raised beef for the Philip School Lunch Program. Cattle producers are asked to notify the school of their donation intention. The district will then schedule their cattle for meat processing with Wall Meats.

If you have any questions about the Beef to School program and are looking for some more information on the regulations pertaining on donating please reach out to Ken Charfauros at Wall Meats.

Philip School would like to have one to two beefs for the first semester and would like to have one beef for the second semester. Please either contact Nicole Dennis (Head Cook/Food Service Director) or Jeff Rieckman (Elementary Principle/Superintendent).

**Figure 1.** Newspaper article used for beef to school in Philip, provided by Nicole Dennis.

### **Beef to School is a Community Effort**

Having community interest in beef to school has been an important part of Haakon County school district's success. "People who have donated have had kids or grandkids in school. The first donation came from a school board member."

– Nicole Dennis, Haakon School District



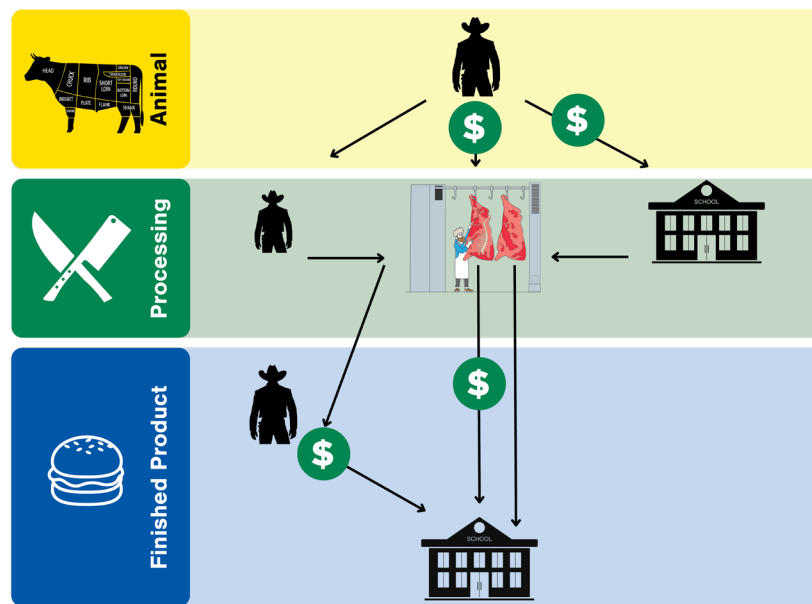
Photo courtesy: Wall Meat Processing

## Local Beef Sales to Child Nutrition Programs

### At what step from live beef animal to finished beef product do sales transactions or changes of ownership occur?

Purchasing local beef for CNPs includes two primary expenses: *the product* and *the processing*. Transportation may be an additional expense. The graphic below represents three potential routes for ownership and payment in beef to school.

- **Left:** The rancher retains ownership of the animal through slaughter and processing (pays these expenses), and then sells the finished beef product to the CNP.
- **Center:** The rancher sells the animal to the slaughter/processing facility which then sells the final beef product to the CNP, including a markup for processing.
- **Right:** The rancher sells the live beef animal to the CNP which pays for slaughter and processing. In this case, the rancher will most likely deliver the animal to the processing plant for the CNP.



**Figure 2.** Routes for flow of ownership and payment in beef to school

### Can Child Nutrition Program accounts pay for animal slaughter and processing?

Yes. The costs associated with animal slaughter and processing are allowable expenses from the CNP account for beef that will be served in a CNP.

### What types of funding are available to help a CNP purchase local beef?

CNPs can budget to pay for local beef and processing through their CNP account. At times, there may be special, time-sensitive, funding streams for CNPs to make local food purchases (ex: Supply Chain Assistance Funds which originated in 2021 and have been provided through the 2023-2024 school year).

CNPs participating in the National School Lunch Program receive spending credits (often called “USDA Food Entitlements”) to spend on food purchases from USDA Foods. Food direct from local producers is not eligible to

### Example from Bison School District:

“We paid the rancher for the live weight, which was determined by the processing facility, and the rancher paid for the cost of processing.”  
– Virginia Utter, Bison School District





purchase from this funding. CNPs may choose to be creative in shifting their overall food budgets to prioritize local beef purchases while maximizing their entitlements on other foods.

CNPs may get creative in funding the expenses of local beef and processing, such as applying for grants, creating partnerships, or holding fundraising events (ex: auction prime cuts of an animal to community members to fundraise to purchase the ground for the CNP).

### What procurement method does a Child Nutrition Program use for local beef?

CNPs will use one of two types of informal procurement on beef purchases under \$250,000, the Micro Purchase method or the Small Purchase method.<sup>19</sup>

- **Micro purchase:** For each purchase under \$10,000, CNPs may use the Micro Purchase method, meaning the CNP may directly purchase a product from a seller as long as the CNP equitably distributes purchases across similar sellers and thus does not limit competition.
- **Small purchase:** Under \$250,000 CNPs may use the Small Purchase method. CNPs will issue a solicitation including details about the product needed and quantity; the date the product must be provided; and other factors to be considered, such as quality, geographic preference, delivery schedule, licensing requirements, packaging needs, or more. Preferably three or more producers or processors then respond with a bid. The CNP then selects the lowest bid that is responsive (conforms to the details of the solicitation) and responsible (capable of performing under the terms of the solicitation).

If a local beef purchase is valued over \$250,000, Formal Procurement would be used. CNPs may choose to use a Formal Procurement under the \$250,000 threshold.<sup>19</sup>

Appendix A includes sample informal procurement solicitations courtesy of Lynn Dunker from Wall, SD, and Montana Beef to School.

### Example from Wall Meat Processing:

"I donate the first beef to a school and charge the processing fee. After that, I buy the beef from the rancher, process it, and sell the final product to the school."

– Ken Charfauros, Wall Meat Processing



Photo courtesy: Wall Meat Processing

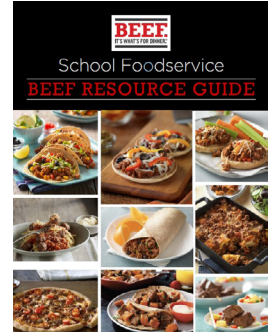
Part of the Micro Purchase process is that a CNP "spreads the wealth", meaning the CNP doesn't buy from the same vendor every time if there is more than one acceptable vendor. There are many beef producers and processors in SD. FSDs are welcome to reach out for help finding additional vendors.

– Janelle Peterson, Child and Adult Nutrition Services  
– SD Department of Education



# Additional Resources

- School Foodservice Beef Resource Guide by the Wisconsin Beef Council, [beeftips.com/nutrition/k-12-school-foodservice](http://beeftips.com/nutrition/k-12-school-foodservice)
  - » The School Foodservice Beef Resource Guide aids school foodservice professionals in understanding the significance of incorporating beef in menus and utilizing locally sourced options. It covers a range of topics including information on:
    - Beef cuts for school lunches
    - The importance of beef nutrition for adolescents
    - Storage and preparation tips for frozen and thawed beef
    - Using the Meat/Meat Alternatives crediting guide with local products
    - An assortment of credited, large-quantity beef recipes
- Procuring Local Foods for Child Nutrition Programs by the United States Department of Agriculture, Food and Nutrition Service, [fns.usda.gov/f2s/procuring-local-foods](http://fns.usda.gov/f2s/procuring-local-foods)
  - » The USDA Procuring Local Foods for Child Nutrition Programs Guide provides an overview of federal procurement principles and covers a host of topics related to sourcing and purchasing local foods for state agencies and child nutrition program operators. This guide highlights the variety of ways schools can purchase local products while staying in accordance with federal procurement regulations. The guide features examples of how to target local foods when conducting both formal and informal procurements, use the geographic preference option, and use the USDA Foods and DoD Fresh Programs to enhance local purchasing.



# SD Beef to School Contacts

The following entities and individuals are available to support local beef to school programs.

- **SD Department of Education:** Janelle Peterson, Child & Adult Nutrition Services, Child Nutrition Farm to School Program Specialist; [doe.schoollunch@state.esd.us](mailto:doe.schoollunch@state.esd.us); Phone: 605-773-3413 [doe.sd.gov/cans/](http://doe.sd.gov/cans/)
- **SD Animal Industry Board:** Tammy Anderson, DVM, DACVPM, Deputy Director South Dakota Meat Inspection; [Tammy.Anderson@state.sd.us](mailto:Tammy.Anderson@state.sd.us); Phone: 605-773-3321; [aib.sd.gov/meatinspection.html](http://aib.sd.gov/meatinspection.html)
- **SDSU Extension:** Anna Tvedt, SDSU Extension Nutrition Field Specialist; [Anna.Tvedt@sdstate.edu](mailto:Anna.Tvedt@sdstate.edu); Phone: 605-688-4896; [extension.sdstate.edu/farm-school](http://extension.sdstate.edu/farm-school)
- **SDSU Extension:** Audra Scheel, SDSU Extension 4-H Youth Program Advisor - Sanborn & Jerauld/Buffalo Counties; [Audra.Scheel@sdstate.edu](mailto:Audra.Scheel@sdstate.edu); Phone: 605-796-4380 [extension.sdstate.edu/about/our-experts/audra-scheel](http://extension.sdstate.edu/about/our-experts/audra-scheel)
- **USDA:** Andrea Alma, Farm to School Regional Lead; [Andrea.Alma@usda.gov](mailto:Andrea.Alma@usda.gov); Phone: 303-844-4417 [fns.usda.gov/cfs](http://fns.usda.gov/cfs)
- **USDA AskFSIS:** A helpful service whereby USDA FSIS answers questions about meat, poultry, and egg products inspection, FSIS policies and related topics. [fsis.usda.gov/contact-us/askfsis](http://fsis.usda.gov/contact-us/askfsis)

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# Appendices

## Appendix A: Sample Solicitations

Wall School Dist. 51-5  
PO Box 414,401 S. Blvd.  
Wall, SD 57790-0414  
July 11, 2022

To Whom It May Concern:

Wall School Dist. 51-5 will be accepting bid proposals for the product referenced "Locally raised beef product." Locally raised beef is defined, for these purposes, as beef that is raised and harvested within a one hundred fifty mile radius of Wall School District 51-5. Bids are to be accepted no later than 08/8/2022 at 2:00 pm. Bids received after this date and/or time will not be accepted and will be refused and returned to the sender. The purpose of this project is to obtain bids for beef for the 2022/23 school year. Key components of this project include pricing for the following:

- Bulk 85/15 ground beef in cases of 4/10 # tubes per case with a total of 56 cases in the 2022/23 school term.
  - 1/2" lean cubed (or diced, NOT stew meat) beef roast in 35# cases with a total of 35# in the 2022/23 school term.
  - Lean hamburger patties with a cooked weight of 3oz. with a total count of 2,400 patties in the 2022/23 school term.
- Boneless Trimmed beef roasts amounting to 60# in the 2022/23 school term. Please see the delivery schedule required below:
- September 1, 2022: The following items to be delivered are:
1. 35#- 1/2" cubed (or diced, NOT stew meat) beef
  2. 800 hamburger patties (approx.)
  3. 19-40# cases of ground beef
- November 10, 2022: The following items to be delivered are:
1. 18-40# cases of ground beef
  2. 800 hamburger patties (approx.)
- January 19, 2023: The following items to be delivered are:
1. 19-40# cases of ground beef
  2. 600 hamburger patties
  3. 60# boneless trimmed roast beef

Please include any mileage you seek reimbursement for in the bid as well. Anything outside of a Fifty mile radius must have mileage included in pricing.

If you are interested in submitting a bid, it should be delivered to the email address indicated below:

Bid Submission Attn: Lynn Dunker, Head Cook [lynn.dunker@kl2.sd.us](mailto:lynn.dunker@kl2.sd.us)

All bids received by the deadline date and time will be reviewed by Lynn Dunker, Head Cook. All bids must include all requested items, conforming to the project standards/specifications and be responsive, accurate and cost reasonable. Wall School Dist. 51-5 will select the distributor to perform all deliveries required and the contract will be executed between Wall School Dist. 51-5 and the winning distributor.

You are reminded to bid only on those items designated in this letter. Wall School Dist. 51-5 has the right to reject any and all bids at their sole discretion. Should you have any questions or concerns about any of the items in this letter please contact Lynn Dunker for clarification on bidding. You are reminded that your bid should be inclusive of all taxes and fees.

Upon selection of the winning distributor, Wall School Dist. 51-5 will notify the selected bidder with a bid award notice. The bid award notice will advise the distributor of the contract start date. At the time the bid is awarded the prospective winner will be required to sign and return a Solicitation, Debarment and Suspension document before the above for mentioned contract may begin. Please see document attached to this invitation for bid.

If you are not interested in bidding on this project, please contact the school at the email address listed above and state that you decline your invitation to bid.

Thank you for your consideration of the Invitation to Bid.

Sincerely,

Lynn Dunker, Head Cook  
Wall School Dist. 51-5

# Wall School

PO Box 414, 401 S. Blvd. West wall SD 57790-0414

Project Name:

Wall School Dist. 51-5 Beef Bid

## Instructions

All bids received by the deadline date and time shall be reviewed by Lynn Dunker, Head Cook. All bids must include all requested items. Wall School Dist. 51-5 will select the distributor to perform all products required and award the contract via fax or email to be executed with Wall School Dist. 51-5 and the winning distributor. If you choose not to submit a bid please email your intent to not submit to the email below.

Dist. 51-5 k

Quantity	Description	Unit Price	Total

Submitted for Approval

Tel: 605-279-2156 ex. 2135 Fax: 605-279-2613

Email: [lynn.dunker@k12.sd.us](mailto:lynn.dunker@k12.sd.us)

Courtesy of Lynn Dunker

Template provided by the Montana Beef to School Program.



**[SCHOOL DISTRICT NAME]**  
**Beef to School**  
**Informal Solicitation - Request for Quotes**

**PRODUCT SPECIFICATIONS AND VENDOR REQUIREMENTS**

*[Listed below in red are sample product specifications and vendor requirements. Change, remove, or add specifications to meet your school's needs, and remove this paragraph! Clearly describe what product(s) you need, how they should be packaged, and how and when they should be delivered. If you are flexible on certain specifications, then list acceptable substitutions or keep the description general to allow for options. Remember, quotes that do not meet specifications cannot be considered.]*

<b>Product Overview:</b>	<i>[100% beef burger patties, 100% raw ground beef]</i>
<b>Product Description:</b>	<i>[80/20 fat content Fresh or IQF Frozen No additives, preservatives or flavors. List acceptable specific additives or fillers, if any.]</i>
<b>Cattle Requirements:</b>	<i>[Pastured cattle, fed hay in winter is allowable Use of sub-therapeutic antibiotics or hormones is prohibited]</i>
<b>Traceability Requirements:</b>	<i>[Must be able to trace each case of product back to specific cattle/ranch]</i>
<b>Portion/Unit Size:</b>	<i>[2 oz. patties (6/1 lb)]</i>
<b>Case Size and Packaging:</b>	<i>[10-40 lb (20 lb cases preferred)]</i>
<b>Estimated Quantity:</b>	<i>[300 lb/week (15 x 20 lb cases) throughout school year Total annual volume: approximately 12,000 lb]</i>
<b>Delivery/Receiving Requirements:</b>	<i>[Price quoted must include delivery Delivery must be made using mechanically refrigerated delivery vehicle Fresh – held below 41 degrees F. at all times Frozen – held below 0 degrees F. at all times]</i>
<b>Delivery Locations:</b>	<i>[List name(s) and address(es) of delivery sites]</i>
<b>Delivery Schedule:</b>	<i>[Product to be delivered from August through May during the 2017-2018 school year Deliveries must be made between 7:00-8:30 am Fresh – Deliver once or twice per week Frozen – Deliver once or twice per month]</i>
<b>Shelf Life Upon Receiving:</b>	<i>[Fresh – at least 3 Days Frozen – at least 3 Months]</i>
<b>Vendor Requirements:</b>	<i>Must provide proof of product liability insurance Must provide current state or USDA certification [Daily inspections/testing required] [Must allow initial and annual inspection of processing facility for cleanliness conducted by school staff] [Must have strong record of good customer service] [Must provide references upon request]</i>

**QUOTE DOCUMENTATION FORM**

*[To be filled out by school upon receiving price quotes from at least two qualified vendors.]*

<b>Vendor</b>	<b>Date Received</b>	<b>Quote Method</b> (In-person, Phone, Email, etc.)	<b>Able to Meet Specifications and Vendor Requirements?</b> (yes/no)	<b>Price quote per pound</b> (delivery included)





Template provided by the Montana Beef to School Program.

**BUY AMERICAN PROVISION** *[Be sure vendors understand this provision.]*

As a sponsor of the National School Lunch and School Breakfast Programs, the District will consider only applicable products which comply with the requirements of the "Buy American" Act. Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 requires schools and institutions participating in the NSLP and SBP in the contiguous United States to purchase, to the maximum extent practicable. Domestic commodities or products for use in meals served under the programs. The legislation defines "domestic commodity or product" as one that is produced in the United States and is processed in the United States, substantially using agricultural commodities that are produced in the United States. The report accompanying the legislation stipulated that "substantially" means over 51 percent of the final processed product consists of agricultural commodities that were grown domestically. Exceptions to the Buy American provision should be used as a last resort if competition reveals the cost of domestic products are significantly higher than non-domestic foods. An alternative or exception may be approved upon request. Alternative substitute(s) must be documented. Documentation must include 1) price of the domestic food alternative substitute(s); 2) Availability of the domestic alternative substitute(s) in relation to the quantity ordered; 3) Reason for exception: limited/lack of availability or price (include price); Price of the domestic food product; and Price of the non-domestic product that meets the required specification of the domestic product.

Contact Anna Tvedt for template or visit Montana State University's Beef to School webpage and search for Beef to School Informal Procurement (RFQ) Template, Montana State University, [montana.edu/mtfarmtoschool/documents/BeefToSchool/BeefToSchool%20RFQ%20Informal%20Procurement%20Template%20Final.docx](http://montana.edu/mtfarmtoschool/documents/BeefToSchool/BeefToSchool%20RFQ%20Informal%20Procurement%20Template%20Final.docx)

## Appendix B: Common Terminology in Beef to School

### Terminology Related to Beef Production

- **Cow-Calf Operation:** Beef cattle are raised and bred to sell the calves. The cows nurse their calves and eventually calves graze on pastures.
- **Finish Feedlot or Feedyard:** Between 6-12 months, cattle leave a farm or ranch and enter a feedyard for 4-6 months or longer until they reach market weight at about 18-24 months of age.
- **Cooperative Interstate Shipping (CIS) Program:** State-inspected plants can operate as federally inspected facilities, under specific conditions, and ship their product in interstate commerce.
- **Hazard Analysis and Critical Control Points:** A management system in which food safety is addressed through the analysis and control of biological, chemical, and physical hazards from raw material production, procurement and handling, to manufacturing, distribution and consumption of the finished product.
- **Yield Grade:** Sometimes known as cutability, it is an estimate of the percent retail yield of the four primal cuts of beef (chuck, rib, loin and round). Yield grade identifies the difference in the yield of lean red meat to waste fat based on a scale from “USDA 1” (most desirable, trim) to “USDA 5” (least desirable, excessively fat).
- **Types of Beef Animals:**
  - » **Open Cow:** Female cow that is not carrying a calf in her uterus.
  - » **Heifer:** Female cow that has not given birth.
  - » **Heiferette:** Female cow that has only had one calf.
  - » **Cull Cow:** Female Cow that has been removed from the herd for any reason.
  - » **Steer:** Castrated male.
  - » **Market Steer:** A steer that is ready to harvest.

### Terminology Related to Federally Funded Child Nutrition Programs

- **Child Nutrition Programs (CNPs):** Schools or childcare programs offering federally funded nutrition assistance for children, including the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, or Fresh Fruit and Vegetable Program.
- **Early Care and Education:** Non-parental, supervised care and education for children from infancy to early adolescence.
- **Procurement:** Includes every activity involved in obtaining the goods and services a CNP needs to support its daily operations, including sourcing, negotiating terms, purchasing items, receiving and inspecting goods as necessary and keeping records of all the steps in the process.
- **Solicitation:** A document with specifications released by a CNP in an attempt to source a product.
- **Bid:** A proposal including a quote submitted by a vendor (producer or processor) in response to a solicitation. Bids should conform to all terms of the solicitation.
- **Specification:** The written description of a product or service that a vendor must meet to be considered responsive to a solicitation. Many different types of specifications could be included, such as the product, quantity, and dates needed.
- **Meal Pattern:** The amounts of each food group that must be included in meals daily and weekly, based on federal child nutrition program standards for a CNP to be reimbursed.
- **Crediting:** Stating the contributions of specific food items towards meal pattern requirements.

- **USDA Foods:** Foods which are grown, processed, and packaged in the United States or its territories and provided for sale to child nutrition programs.
- **Entitlements:** A dollar value allocated to each CNP based on the number of meals (meeting the meal patterns) served to use towards USDA foods orders.
- **Commodities:** Foods grown in the United States and purchased by the USDA to support American agriculture and remove surplus which are provided to schools at minimal cost.
- **Geographic Preference:** Allows CNP directors to use “local” as a procurement specification for unprocessed agricultural products for CNPs. CNP directors can require that an unprocessed agricultural product be locally grown, raised, or caught to meet the solicitation requirements and remove products or bids that do not meet this standard from consideration.
- **Standardized Recipe:** A recipe that has been tested by a CNP, using consistent ingredients, equipment, and preparation methods and that provides a product of consistent yield and quality.