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Washington Office of Superintendent of  
**PUBLIC INSTRUCTION**  
Chris Reykdal, Superintendent

April 1, 2025



Action Required



Due date: Varies

Informational

**BULLETIN NO. B020-25 CHILD NUTRITION SERVICES**

**TO:** Educational Service District Superintendents  
School District Superintendents  
School District Business Managers  
School District Food Service Directors  
Potential Sponsors of the Seamless Summer Option

**FROM:** Chris Reykdal, Superintendent of Public Instruction

**RE:** Seamless Summer Option Application Materials

**CONTACT:** Petra Colindres Director, Summer Food Service Program and Farm to Child  
Nutrition Programs  
360-891-6020, [petra.colindres@k12.wa.us](mailto:petra.colindres@k12.wa.us)  
Summer Food Program inbox  
[summermeals@k12.wa.us](mailto:summermeals@k12.wa.us)

## **PURPOSE/BACKGROUND**

The Revised Code of Washington (RCW) [28A.235.160\(4\)](#) requires school districts offering academic, enrichment, or remedial programs during the summer months at qualifying sites to operate a meal program. Qualifying sites are defined as schools that have 50% or more of the children enrolled during the regular school year who qualify for free and reduced-price meals. Local Education Agencies (LEAs) may operate the Seamless Summer Option (SSO) or the Summer Food Service Program (SFSP) at a site where an academic summer school program is in session. Meal service at SSO and SFSP sites must be open to children in the community as well as summer school children. The purpose of this bulletin is to release the Seamless Summer Option (SSO) application for local education agencies (LEAs) during traditional summer operation in 2025. Information on applying for the SFSP can be found in [B010-25 Summer Food Service Program New Sponsor Application Materials](#) and [B011-25 Summer Food Service Program Returning Sponsor Application Materials](#).

The SSO is a United States Department of Agriculture (USDA) Child Nutrition Program that provides reimbursement to program sponsors for meals and snacks served to children during

the summer months. The SSO combines features of the National School Lunch Program (NSLP), School Breakfast Program (SBP), and Summer Food Service Program (SFSP), offering a streamlined approach to LEAs already participating in NSLP. Only public and private LEAs already participating in NSLP are eligible to operate SSO. For general information about the program, visit the [SSO webpage](#). The Assistance Listing number for SSO Breakfast is 10.553 and for SSO Lunch is 10.555.

## THE APPLICATION PROCESS

The SSO application is a two-part process: Annual Training and the Washington Integrated Nutrition System (WINS) application. Use the [Seamless Summer Option Application Checklist](#) to assist with gathering and submitting the required information. Once all steps are completed, submit required documentation to the [Summer Meals team](#).

### 1. Complete Annual Training.

Sponsors must complete [Seamless Summer Option \(SSO\) online canvas course](#) to participate in the program. The information provided will assist in administering and operating the SSO.

Training requirements and information is located on the [SSO webpages](#) in addition to the [Seamless Summer Option Application Checklist](#).

### 2. Submit Sponsor Application, Site Applications, and Site Calendars in WINS.

WINS is a web-based electronic system used to collect sponsor and site information, as well as process claims for reimbursement.

- LEAs may need to contact their WINS sponsor administrator or the [Summer Meals team](#) to gain access to SSO in WINS.
  - a. Staff Contact information must be entered or updated when completing the sponsor application.
    - i. The [Updating Sponsor Contacts Information Sheet](#) is available in WINS.
  - b. Detailed resources and training videos on how to navigate in WINS are available on the [Child Nutrition Services \(CNS\) WINS webpage](#).

## APPLICATION DUE DATE

Applications are due by **June 1, 2025**. Regulations require State agencies to process complete and correct applications within 30 days of the submission date. Meals served prior to application approval cannot be claimed for reimbursement. Applications received after the federal deadline of June 15, 2025, will not be accepted.

## INFORMATION AND ASSISTANCE

For questions regarding this bulletin, please contact Petra Colindres, Director, Summer Food Service Program and Farm to Child Nutrition Programs at 360-891-6020 or email [summermeals@k12.wa.us](mailto:summermeals@k12.wa.us). The OSPI TTY number is 360-664-3631.

This bulletin is also available on the [Bulletins](#) page of the OSPI website.

If you would like a printed copy of this bulletin or required application materials, please email [summermeals@k12.wa.us](mailto:summermeals@k12.wa.us) or call 360-725-6200.

Tennille Jeffries-Simmons  
Chief of Staff

Leanne Eko, RD, SNS  
Chief Nutrition Officer  
Child Nutrition Services

CR:ks

Attachment 1: Seamless Summer Option (SSO) School Meals Reference Sheet

Attachment 2: Seamless Summer Option (SSO) Application Checklist for Summer 2025

**Assurance of Civil Rights Compliance**

*The Sponsor hereby agrees that it will comply with: i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.); ii. Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); iii. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); iv. Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); v. Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189); vi. Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000); vii. All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 CFR Part 15 et seq.); viii. Department of Justice Enforcement Guidelines (28 CFR Parts 35, 42 and 50.3); ix. Food and Nutrition Service (FNS) directives and guidelines to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity for which the Program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement. x. The USDA non-discrimination statement that in accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).*

*This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.*

*By accepting this assurance, the Sponsor agrees to compile data, maintain records, and submit records and reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Sponsor, its successors, transferees and assignees as long as it receives assistance or retains possession of any assistance from USDA.*

*OSPI provides equal access to all programs and services without discrimination based on sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal by a person with a disability. Questions and complaints of alleged discrimination should be directed to the Equity and Civil Rights Director at 360-725-6162/TTY: 360-664-3631; or P.O. Box 47200, Olympia, WA 98504-7200; or [equity@k12.wa.us](mailto:equity@k12.wa.us).*