



## Child Nutrition & Wellness

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Date: October 25, 2010

To: School Nutrition Program Authorized Representatives and Food Service Directors

From: Cheryl Johnson, MS, RD, LD  
Director, Child Nutrition & Wellness

### Verification Deadlines Approaching

Verification is confirmation of eligibility for reduced price and free meals under the National School Lunch Program and School Breakfast Program. The following sponsors do not complete verification:

- Sponsors participating in ONLY the Special Milk Program, or
- Residential Child Care Institutions that do not also operate a school.

All other sponsors must select and verify eligibility for a sample of applications approved for benefits. One person should coordinate verification activities for the sponsor.

Important deadlines for the verification process are:

- **Oct. 1** – Count applications and students approved for reduced price and free meals. Applications and students that are in “carry-over” status on October 1 are not included in this count. Complete the Pre-Verification Worksheet in KN-CLAIM to determine the number of applications that must be verified and the sponsor’s options for selecting the sample of applications. The number of applications to verify is found on the “Post Verification Results” screen in KN-CLAIM.
- **Nov. 15** – Complete all verification activities. If verification cannot be completed by the deadline, a written request for an extension of the verification deadline is required. The request must be submitted to Child Nutrition & Wellness, KSDE and must be approved in writing.
- **Dec. 15** – Complete reporting of Post-Verification Results in KN-CLAIM.

USDA requires KSDE to annually report verification data for each sponsor. This information is pulled from the Pre-Verification Worksheet and the Post-Verification Results screens in KN-CLAIM. So please make sure that the information entered is accurate, complete and submitted on time.

For instructions on the verification process and all related forms (including KSDE’s Spanish translations), go to [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Guidance, Food Service Facts, Chapter 8 – Verification of Eligibility.

### Leadership Connections

KSDE’s Child Nutrition Consultants will hold 30 regional Leadership Connections meetings between October 19<sup>th</sup> and November 4<sup>th</sup>. This fall’s program is called “**Lunch & A Movie**”. Don’t miss the debut of the *Eat Smart, Play Hard Video News*. The meetings will also feature announcements, networking and awards for professional development and manager certification. In addition, we’ll be distributing some absolutely beautiful nutrition education posters that will look amazing on your lunchroom walls! Don’t miss out.

### **Special Diets and Milk Substitutions**

All new special diet requests should use Form 19-A Letter to Parent/Guardian Explaining Requirements for School Meal Modification Requests and 19-B Medical Statement to Request School Meal Modification. If schools choose to make a milk substitution, the milk substitution must meet the nutritional standards identified by USDA. No other substitution for milk is allowed. For information concerning special diet requests, approved milk substitutions and diet request forms, go to [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Food Service Facts, Chapter 19.

### **Fresh Fruit & Vegetable Program (FFVP) Training Conference Call**

A training conference call for FFVP grantees was held on October 6, 2010. Information from the training session including participant questions with answers is now available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What's New.

### **Reauthorization of Child Nutrition Programs**

The federal law authorizing the Child Nutrition Programs expires every five years and must be reauthorized by Congress. Congress was supposed to reauthorize Child Nutrition Programs by September 30, but that did not happen. The House and Senate did both pass a continuing resolution (CR) that provides for operation of the Child Nutrition Programs through December 3, 2010. We will keep you posted as things develop.

### **ESPH Video News Available from Child Nutrition & Wellness, KSDE**

We encourage you to visit our new website, the ESPH (Eat Smart. Play Hard) Video News at [www.eatsmartplayhard.org](http://www.eatsmartplayhard.org). This site provides important information for families about healthy living and shows how Kansas schools are teaching their students to "eat smart" and "play hard". It is designed to share positive information with the public about school food service, physical education and healthy schools. Throughout the remainder of this school year, new videos and photo albums will be featured from school districts across Kansas. There will also be newsletters, recipes, cooking videos and other resources that support eating smart and playing hard.

The ESPH Video News is a great tool for sharing health and wellness information with your students, their families, and patrons. We encourage you to include a link to this site on your district and/or school websites. By doing so, the district will achieve several of the Kansas Wellness Policy Guidelines on Nutrition Education and Physical Activity for "Family & Community". If you have comments, questions, or suggestions for the ESPH Video News, please send an email to Cheryl Johnson at [csjohnson@ksde.org](mailto:csjohnson@ksde.org) or use the "Contact Us" button on the website.

### **Healthier Kansas Menus - Breakfast**

The Healthier Kansas Menus - Breakfast are now available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Resources. Tools include recipes, production records and purchasing guidance for a four (4) week cycle. These exciting breakfast menus have been school kitchen and student tested!

### **New Civil Rights Requirement**

Front-line staff must be trained in civil rights requirements annually. Post only the most current USDA non-discrimination poster: "And Freedom for All". Contact the CNW office if more posters are needed. It is also now **mandatory** to also post the Federal Relay Service information (available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What's New) beside the "And Justice for All" poster for public display. It provides information on how individuals with hearing impairments or speech disabilities can file a complaint.

### **HealthierUS School Challenge Training**

The HealthierUS School Challenge (HUSSC) is a voluntary initiative established by the United States Department of Agriculture. HUSSC recognizes schools participating in the National School Lunch Program that have created healthier school environments through promotion of nutrition and physical activity. The National Food Service Management Institute (NFSMI) will be providing HUSSC training on December 2, 2010 at the Airport Hilton in Wichita. Registration is limited to the first 40 school nutrition directors/managers who agree to take the HUSSC and begin the application process. Call Cheryl Johnson, Director, Child Nutrition & Wellness at 785-296-2276 for additional information.

### **Competition: Recipes for Healthy Kids**

Your school could have an award winning recipe and chance to compete in a national cook-off with \$12,000 in prizes. Complete contest details are available on the competition website [www.RecipesForKidsChallenge.com](http://www.RecipesForKidsChallenge.com).

### **Cash In-Lieu-Of Commodities**

Kansas schools receive cash in-lieu-of commodities for each reimbursable lunch served. Purchase of commodity foods other than KSDE approved bonus commodity string cheese may jeopardize cash in-lieu-of commodity reimbursement. Call Child Nutrition & Wellness if you have questions.

### **USDA Exemptions to Restrictions on Foods of Minimal Nutritional Value**

There have been recent changes to the list of *Exemptions Under the Competitive Foods Regulation*. The format of the exemption list has changed. Companies that have an exemption are now listed alphabetically and a column was added to include the products portion size. View the current list of exemptions at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What's New.

### **Eligibility of Deployed Military**

Deployment of military personnel does not guarantee reduced price or free meal eligibility. For households to be eligible, either the household can be direct certified based on Food Assistance, TAF, or FDPIR, or an application must be completed and determined based on household size and income. For households completing an application for benefits, any member of the armed services who is activated or deployed in support of any military combat operation is still counted as a household member. Only that portion of a deployed service member's income made available by them or on their behalf to the household will be counted as income to the household. Combat pay is excluded if it is received in addition to the service member's basic pay; received as a result of the service member's deployment to or service in an area that has been designated as a combat zone; **and** not received by the service member prior to his/her deployment to or service in the designated combat zone.

### **Food Delivered to Schools**

Sponsors must prohibit private business enterprises from soliciting, selling, or delivering food or drink items on school property in competition with the nonprofit food service program. This pertains to everyone at the school including students, teachers and administrators.

### **Confidentiality of Student Eligibility for Reduced Price or Free School Meals**

Student eligibility status is confidential and its use is controlled and protected by regulations governing the federal Child Nutrition Programs. Parental consent must be obtained for fee waivers for the PSAT, ACT, SAT and application fees to colleges and universities as well as to provide data for certain scholarships. Refer to *Food Service Facts*, Chapter 6 or contact your area's KSDE Child Nutrition consultant or the Child Nutrition & Wellness office at 785-296-2276 if you have questions about confidentiality and local use of eligibility data.

### **Resources for Promoting a Healthy School Environment**

Gina O'Brian, Nutritionist for USDA, shared the following resources during her presentation at the School Nutrition Association of Kansas (SNA-KS) Fall Conference.

- *Rewards Kids Will Crave*: <http://health.utah.gov/obesity/gms/guide/RewardsKids.pdf>
- *School Meals That Rock*: <http://www.facebook.com/pages/School-Meals-That-Rock/115393195143514>

### **Child Nutrition & Wellness Staffing Update**

I am pleased to announce that Judy Neely, MPH, RD, LD has been hired as the Child Nutrition Consultant for Southeast Kansas and will begin work on November 3<sup>rd</sup>. Karen Works, RD, LD will be retiring at the end of November. Judy has been the Food Service Director at USD 445 Coffeyville. She also has been a cadre trainer for KSDE, a self-employed consultant dietitian, and the Program Director/Instructor for the Dietary Managers Program at Coffeyville Community College. We are excited to welcome Judy to the Child Nutrition & Wellness team!