



## Child Nutrition & Wellness

785-296-2276

785-296-0232 (fax)

120 SE 10<sup>th</sup> Avenue • Topeka, KS 66612-1182 • 785-296-6338 (TTY) • [www.ksde.org](http://www.ksde.org)

### August Update

Distributed to the School Nutrition Program Authorized Representatives and Food Service Directors  
via Listserv  
Wednesday, August 10, 2011

**Welcome to a new school year! The Child Nutrition & Wellness team hopes that it will be the best one ever for you and your students! We look forward to working with you in the new school year as we continue to implement The Healthy, Hunger Free Kids Act. Please do not hesitate to call or email if you have questions or if we can assist in any way!**

#### Direct Certification Conference Call

All School Food Authorities are required to use the web-based process for Direct Certification because it is easier, faster and more cost effective. Two conference calls (one for public schools and one for private schools) have been scheduled to answer questions about the Direct Certification process as well as obtain feedback and ideas to make the process more efficient and effective.

- Public Schools: August 11, 2011 from 1-2 pm
- Private Schools: August 11, 2011 from 2-3 pm
- Dial-in number: 1-866-620-7326
- Conference code: 7852962276

#### HealthierUS School Challenge Workshops

All Kansas schools are encouraged to take the HealthierUS School Challenge. Three workshops have been scheduled to provide assistance to schools:

- Salina - September 29, 2011
- Topeka - September 30, 2011
- Gardner - December 1, 2011

All workshops will begin at 10:00 AM and end by 3:30 PM. Lunch will be provided. Registration will be limited to 20 at each workshop so those attending can receive one-on-one assistance with menu planning and individual questions. Call 785-296-2276 to register and receive additional information.

#### Food Safety Training

Go to [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, 5 Star Training, Food Safety Basics to register for Food Safety Basics classes in September, October and November at locations across Kansas. Be sure to update the Food Safety Training Record in KN-CLAIM when employees complete a required food safety class.

#### Jump Start for Directors

Jump Start for Directors will be held in Manhattan on October 5 & 6, 2011. Call 785-296-2276 for more information or register at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Five Star Training.

#### Regional Training Cooperative Classes

Check [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, 5-Star Training System for continually updated information about a wide variety of training opportunities conveniently located all across the state! To request training in your area, please contact your RTC Coordinator. The contact information for all RTC Coordinators can be found at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training.

## **Leadership Forum 2011 – A Common “Cents” Approach to Child Nutrition Reauthorization**

The annual Leadership Forum for School Food Service Directors will be held October 7 in Salina at the Webster Conference Center. Save the date! Registration information and details will be provided by September 1, 2011. This year's special topic will be Financial Management including information about using the financial reports in KN-CLAIM, Form 10-A, Monthly/Annual Financial Reports, practical ways to manage costs, and sharing best practices from Kansas schools.

## **SNAKS Fall Conference**

“School Nutrition: An Essential Piece of Education” will be the theme for the School Nutrition Association of Kansas Fall Conference in Salina, October 7-9. For information, contact Connie Vogts at 620-604-2230.

## **National School Lunch Week – October 10-14, 2011**

“School Lunch – Let's Grow Healthy” will help students understand where food comes from while highlighting the overall benefit that school lunch helps kids grow strong and healthy. The 2011 theme provides the opportunity to try something new and promote locally sourced foods. For more information, go to [www.schoolnutrition.org](http://www.schoolnutrition.org).

## **Team Nutrition**

Sign up to be a Team Nutrition School at [www.kn-eat.org](http://www.kn-eat.org), Team Nutrition. Health education programs and mini grants are available for implementation during the 2011-2012 school year include:

- Power Panther Pals (Primary program for K-2 and Intermediate for grades 3-6)
- Power Up (Junior High)
- Power Panther Professionals (staff wellness program)
- Family Fun, Food & Fitness Events

Please share this information with teachers or others who may be interested!

## **Quick Online Access to Food Service Facts Topics**

*Food Service Facts*, KSDE's administrative handbook for School Nutrition Programs, is available online at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Food Service Facts.

## **Excel Application for Child Nutrition Program (CNP) Benefits**

The Excel Application is now available in KN-CLAIM. Use of the form is OPTIONAL. The Excel Application is NOT to be posted on a district's website. It automatically determines student eligibility for reduced price or free CNP benefits based on the information entered. The Excel Application CAN be used by school personnel as follows:

- During enrollment, parents/guardians complete the Excel application with assistance from school personnel.
- Parents/guardians submit paper applications as usual. School personnel enter the data from the paper application on the Excel Application.
- Certification Worksheet computes the household size and income and completes most aspects of the determination.
- Error-prone applications are identified on Certification Worksheet.
- Application can be completed by households using a computer OR Determining Official can enter application data.

## **Body Venture**

It is not too late to schedule Body Venture for your school. There are 7 open dates for SY 2011-12: Tuesday November 8 in the Kansas City area, Thursday December 8 in the Salina area, Wednesday December 14 in Northeast Kansas, Wednesday and Thursday March 7 & 8 in the Hutchinson/Wichita area, Thursday March 15 in the Wichita area and April 18 in the Kansas City area. Limited scholarships are available. Call 785-296-2276 to schedule or for additional information.

### **Child Nutrition & Wellness' Email Lists**

Child Nutrition & Wellness maintains email lists for School Nutrition Program authorized representatives, food service directors, site managers, food recall contacts, claim contacts and wellness policy contacts. We rebuild these lists each year using the email addresses on the Sponsor Application or Site Application(s) in KN-CLAIM. If you have new personnel this year, they will automatically be included on the appropriate list(s). The lists are rebuilt after all program sponsors have completed the program renewal process.

## **Child Nutrition Reauthorization 2010**

### **Local School Wellness Policies**

Effective SY 2011-12, schools are required to expand the Wellness committee to include teachers of physical education, school health professionals, parents, students, representatives of the school food authority, the school board, school administrators and the public to participate in the development and implementation of wellness policies, including periodic review and updates. Schools are also required to inform and update the public about the content and implementation of the local wellness policies. Providing a link to the school wellness data found at [www.kn-eat.org](http://www.kn-eat.org), Wellness Policies will satisfy this requirement. If you have questions, please call 785-296-2276 or your school nutrition consultant.

### **Wellness Policy Data**

Go to [www.kn-eat.org](http://www.kn-eat.org), Wellness Policies to view school wellness data for the 2010 program year and see the progress that has been made since 2006 in creating healthier school environments in Kansas schools!

### **Water Availability During Lunch**

Beginning School Year 2011-12, schools participating in the National School Lunch Program (NSLP) are required to make water available during meal service to children at no charge in the place where lunch meals are served. The revised policy memo that includes frequently asked questions with answers is available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What's New.

### **Paid Lunch Equity Pricing (PLE) Tool**

To ensure that sufficient funds are provided to the food service account for paid lunches, School Food Authorities (SFA) must compare the average price for paid lunches to the difference between the per meal Federal reimbursement for free and paid lunches. For school year 2011-12, if the SFAs average price of paid lunches is \$2.46 or more, it is in compliance. If a SFAs average price for lunches is less than the difference between reimbursements, it must increase the price by either increasing the price charged to children at least 5 cents, or adding non-Federal funds to the food service account.

For additional information, the Equity in School Lunch Pricing Fact Sheet and a Paid Lunch Equity Pricing Tool to help calculate new lunch prices or the non-Federal source the SFA must pay to be compliant with the price equity requirement are available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What's New.

If a SFA decides NOT to raise meal prices and decides to add non-Federal funds to the food service account to comply with this law, the SFA must complete the Paid Lunch Equity Pricing (PLE) Tool to calculate the amount of non-Federal source contribution and have the amount of the required subsidy approved by the school board. Submit a copy of the PLE tool and the board minutes as documentation of compliance to Child Nutrition & Wellness, KSDE. If you have questions, please call 785-296-2276.

**Breakfast Outreach**

Schools participating in the School Breakfast Program must inform families of the availability of breakfast prior to or at the beginning of the school year in the informational packets that are sent to each household with free and reduced price meal applications for the new school year. In addition, schools should send reminders regarding the availability of the School Breakfast Program multiple times throughout the school year.

**Important Reminders**

- The Annual Financial Report is due August 15, 2011. In order to complete the Annual Financial Report in KN-CLAIM by August 15, you **MUST** complete the on-line Monthly Financial Management Reports for 2010-2011. For SY 2011-2012, the Monthly Financial Reports must be completed within 90 days following the last day of the claim month or reimbursement will be withheld until completed. The Monthly Financial Reports will automatically roll-up to create the Annual Financial Report!
- The current statewide attendance factor is .95. Be sure the attendance factor recorded on Line 26 of your site application/s (statewide or 100% for private schools) matches the attendance factor on your daily record form (9-A or approved substitute).

**Closing Thoughts**

Thank you for all your extra efforts and cooperation in implementing The Healthy, Hunger Free Kids Act. While we wait for changes in the meal pattern, please continue to work toward providing healthier school meals by increasing fresh fruits and vegetables and whole grains. USDA is expected to publish an Interim or Final Rule that updates nutrition standards for the National School Lunch and Breakfast Programs by winter 2012. KSDE will provide training on the revised meal patterns and nutrition requirements during the spring and summer of 2012. Be sure to read AND SHARE the monthly updates and check [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What's New at least weekly to stay up to date regarding implementation of the Healthy, Hunger Free Kids Act. The Child Nutrition and Wellness team is proud of the efforts Kansas schools are making to provide safe and healthy meals to Kansas students and to create a healthy school environment!

**Cheryl**