



# Child Nutrition & Wellness Advisory Council Meeting November 13, 2015

**Attendees** –Valerie Cable, Tracey Colbert, Kyleen Harris, Tandy Rundus, Sandy Skucius, Shalonda Smith, Blythe Thomas, Connie Vogts, Cheryl Watts, Jessica Younker, Wanda Williams, Nancy Coughenour, Stephanie Keller, Angela Jeppeson, Belinda Kasper, Ann Durbin, Robyn Stueve, Mark Thompson, Jill Ladd, Dessa Gifford, Tessa Adcock, Hannah Burgess, Cindy Johnson, Pam Rosebaugh and Cheryl Johnson.

**Welcome** – Cheryl Johnson

**Introductions** – Mark Thompson led the group in a 20 second challenge. Going around the room, attendees introduced themselves and told a little about themselves in 20 seconds or less. The last word they spoke was the first word used by the next person.

**Child Nutrition Reauthorization 2015** – Cheryl Johnson

Congress will vote on appropriations bill to fund Child Nutrition Program December 11.

**State Legislative Update** – Cheryl Johnson

Child Nutrition & Wellness (CNW) continues to receive many data requests from legislators.

**Progress on 2015 CNW Goals** – Cheryl Johnson

- Body Venture – 87 sites and 3 SFSP kick-off events.
- Healthy Kansas Schools – PE curriculum, PE & Health standards updated.
- Farm to School / Preschool / Summer – Farm to School week was a success. North Dakota modeling Kansas Grant.
- Summer Food Service Program – Participation has continued to rise.
- At-Risk Afterschool Meals Program – Number of sponsors serving suppers has increased.
- Team Nutrition Grants – Received Professional Standards Grant and 2015 team Nutrition Grant. Completed recipe testing for adapting Healthy Kansas Menus to CACFP.
- 99.5% of NSLP Sponsors have been certified for meeting the meal standards
- Kansas Certificate in Child Nutrition Management – Other states are modeling our program.
- New Culinary Class – Recipes will come from participants in the Team Up for Smart Snacks Recipe Challenge. FACS teachers, students and food service directors will work together to create recipes that are smart snack compliant.
- Procurement Surveys – Results from the surveys will be used to develop training and technical assistance guidelines.

**ART II Grant Update** – Jill Ladd

- Jill showed members what the new sponsor application will look like. It has a new left menu bar which will make navigation in the application more user friendly.

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- Reports are currently being tested by CNW staff.
- Table optimization and removal of unused stored procedures should help system run faster.
- June 30, 2016 is the projected completion date. The plan is to run dual systems.
- KN-Tech class being developed. Training lab will be utilized. It will be a 6-hour class with the last 3 hours of the day focusing on the new KN-CLAIM system.
- The SFSP and CACFP portions will be completed by June 30, 2016 as well. SFSP sponsors will likely not use the new system until Summer 2017.
- Advisory Council members volunteered to serve as field testers. Jill will send testing requests as modules are ready for field testing.

### Break

### Training Under Construction – Cindy Johnson

#### Plans for 2015 Child Nutrition Management Academy (CNMA)

- Week 1 – Haysville, DeSoto, and Hays, June 7-10
- Week 2 – Topeka, Chanute and Garden City, July 25-29, 2016
- Classes: Personnel Management 2, Institute of Child Nutrition's Procurement in the 21<sup>st</sup> Century, Emergency Preparedness, Food Service Sanitation, Kansas Nutrition 101, Culinary Champions-Smart Snacks Challenge, Culinary Champions-A Fresh Perspective, Culinary Champions-World Cuisine, and Administrative Update. Cindy also provided a description of each class. Most classes will be suitable for SNP and CACFP sponsors.
  - The Smart Snack Challenge class will use recipes developed by teams of FACS teachers, food service directors and students from across the state who enter the Smart Snacks Challenge. The contest has been entered by 68 teams which consists of 401 students!

Many regional training classes have been updated. New regional training classes being developed include:

- Trending Your Way
- Vegetarian Diets
- Hot Topics in Nutrition
- Nudging Students through Positive Communication
- Identifying Whole Grain Foods

### On-line Training – Jill Ladd

Using the Moodle platform and made possible by funds in Professional Standards Grant, 10 current classes would be modified using Adobe Captivate. On-line training will meet the needs of those who could not otherwise attend and all would be free of charge. Jill gave a demonstration of how the classes will be interactive by showing KSDE Security Awareness Training which was developed using the same software. The list of proposed classes to be converted to new format include: Managing Food Allergies, Sodium Savvy, Pick a Peck of Produce, It's Time to Get Down and Dirty, Implementing HACCP in Kansas, Food Safety Basics, Civil Rights, Confidentiality, Social Media Matters, Is Your Attitude Showing.

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Additional thoughts and ideas about on-line training from the group:

- Discussion was held about using this format in a group setting. This format is really intended for one person to login and complete the course. A certificate can be downloaded and printed upon successful completion of the course.
- Additional suggested class topics: Child Safety and Vegetarian Meals
- People intimidated by print. Make sure terminology is understood.
- Some people are better learners when they hear it so like the idea of having audio with all classes.

### **Team Up for Success – Tandy Rundus**

Team Up for Success is a USDA initiative. Brought “mentors” and “mentees” together. They were grouped with peers in similar situations. Using the skilled helper model they created smart goals and action plans. USDA will be implement in all state next year.

Tandy reported that she liked the way it was done. Enjoying working through problems. Noted that sometime what they thought was a problem was not the real problem.

Input from council members was requested on how to proceed with Kansas group. Should we continue to build mentor/mentee relationships in Kansas or pursue a multi-state collaboration? Kansas will continue to build mentors and mentees in state before meeting in a multi-state group.

Cheryl Johnson reported that she has received approval to use the Team Up for Success model for the SFSP.

### **Lunch**

#### **Brainstorming & Work Groups**

Council members were divided into work groups for brainstorming sessions on the following topics listed in bold. At the conclusion of the activity, members identified ideas they felt were most important in each category using “Gold” stars. Ideas under each topic are listed in order by those receiving the most stars to the least (or none).

#### **CACFP Meal Pattern Training & Resources**

- Family cooking classes – get the kids involved (suggested recipes, menus, shopping list, get community involved)
- Sample menus w/ new meal pattern – sample picture of meal plate
- Sharing of ideas between sponsors to best make mandated changes
- Clarity from KSDE on exact USDA wording and how it effects what providers serve
- Update all material before expected implementation (Crediting Food Book and numbered menu)
- Training for district to start supper – reduce barriers (\$\$)
- One KSDE coordinator to contact for schools and universal guidelines
- Timeline for implementation from KSDE would be helpful
- Reach people to educate about nontraditional sponsors
- Verbiage to help sponsors explain to care givers the changes
- Homes – emphasis on best practice and how to implement

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- More positive presentation – Building for the Future
- Education for families about new meal pattern – sample picture of meal plate
- Waste & recycling (food) and taste testing – research and amount of waste and why
- How to best communicate all to providers

### **Afterschool Snacks & Suppers**

- User-friendly step-by-step guide to becoming part of program – non-CACFP sponsors and current sponsors
- Flow chart – differences between afterschool (NSLP) program and At-Risk (CACFP) and marketing tools
- School – SFSP fluid. Same child nutrition consultant and not a different consultant for At-Risk than SNP
- Items SNP could buy to make own “Locker Mates”
- Meal pattern – vertical lines creditable/non-creditable (Missouri example)
- How do schools offer suppers – examples in promotional
- Examples of how-to – examples in practice (athletes)
- Marketing materials to explain program – parents, community groups, schools
- State At-Risk Handbook for At-Risk
- Avoid Stigma
- Target promotions at recreation centers – targeting where kids hang out
- Cultural specific menus
- Snack menus (# menus) – prepped ahead but served by paras and teachers
- Share contact information with Locker Mates
- Template/Help partnering with school to help with buying power
- CNW consistency – phones, consultants, etc.
- Why not offer vs serve? Can we offer 3 options – kids must take 2. Resources to avoid waste
- Resource for transitioning from SFSP to At-Risk
- Script/Marketing tools – why program needed, talking points, educate administrators, teachers, counselors
- State – own training for At-Risk
- Examples of activities done by sponsors
- Check-off list for CACFP contract (sponsor to sites)
- Community nutrition programs different than SNP – make sure consultants aren’t using “wrong” (stricter) guidance
- Training for sites – Is This Meal Reimbursable? for At-Risk Afterschool Meals

### **Summer Food Service Program Training & Resources**

- Mentoring program that would match an interested sponsor with a current participating sponsor to help educate/inform the interested sponsor of what truly happens and what is needed to begin
- Ideas on how to get kids to summer lunch when there is no summer school
- KSDE continuing to fight for an exemption/waiver to feed stable-shelf ready foods for rural individuals to feed off-site (due to transportation limitations)
- Cross-reference the CACFP sponsors with summer lunch sites
- Giving the verbiage to “sell” the program
- Mileage money to get kids to the site

## November 2015 Advisory Council Meeting Notes

- Collaborate with Meals on Wheels
- Training Video of “So You Want to be A Sponsor”, including a fact sheet of what it requires to be a sponsor
- Clarify liabilities of being a sponsor
- Re-do signage and tool kit
- Need for working creatively for ideas of how to have the funds to get food to the kids; working within the guidelines that USDA has in place
- State Summer Summit
- Child Safety and Civil Rights video
- What to do in an Emergency situation (epi-pens, inhalers, choking, etc.)
- Look in community for non-school summer programs to ensure kids can benefit from SFSP
- Look into pay for staff working SFSP is equitable/

### Online Training Priorities

- Title Headings – Program Relevance (Sort topics by program, audience preferred, presentation method, date, alpha)
- Sensitive to all levels of learning
- Easy access
- Trainings also in Spanish (voice overs)
- Geared towards cooks
- Email certificate
- Short
- Reference other online training resources on our page
- Keep it interesting & fun
- Incorporate video
- Evaluation of course
- Evaluation for update schedule???

### Online Training Priorities – Class Ideas

- Recycling / Waste / Donate (how to find it locally, rules)
- Customer service
- Menu Planning
- How to read a recipe (fractions, abbreviations, etc.)
- Market our program to the community
- Special Needs
- Organizational skills for the overwhelmed
- Child Safety 101 – better safe than sorry
- Basic Management 101
- Nutrition 101
- Fact or Fiction
- Admin Basics
- GMOs
- Microsoft Office Basics
- Kitchen 1<sup>st</sup> Aid – Prevention
- How to promote to kids & parents

## **November 2015 Advisory Council Meeting Notes**

- SFSP 101
- At-Risk 101
- Basic new CACFP meal pattern
- Food Safety

### **Procurement Training & Resources**

- Levels of information based on \$ amount of program - don't want information I do not need
- If (this), then (that) flow chart
- Add to Management Plan (CACFP) online document
- Real life examples of how to write a bid (Templates for a variety of school district sizes)
- Basic information that we must have
- Types of bids – advantages and disadvantages
- Ethics – clarity

### **2017 Training Topics**

- CACFP Meal Pattern
- Organizational Strategies for the Overwhelmed
- How to work w/ administration to change policy – confidence, spark change
- How to market CNP to communities – who we are, what we do, mission
- Child Safety 101 – buddy system, emergency care, allergy response, volunteers in SFSP (video)
- Marketing – selling your program, informing, getting message out
- Valuing differences in each other – multi-cultural, economic, household type
- ESL or Spanish classes
- Get moving – limit screen time
- Computer basics
- Diet issues – failure to thrive, anorexia, bulimia
- Staff morale boosting – motivating
- Dealing with difficult people – customers, parents, staff
- Customer service – how to
- CACFP At-Risk training – homes, centers
- In"form"ation – filling out forms, paperwork
- SFSP 101

### **2016 CNW Goals**

- Continue Advisory Council
- Team Up for Success Mentoring – SFSP, NSLP, CACFP, At-Risk
- More cohesive listing of trainings – more clear, minimize ambiguity
- Develop information and strategy to inform superintendents and school board member
- Summer Food Summit
- Improve KN-EAT webpage – less verbiage, more logical, easier to navigate, search function, education of how to use
- Resource links on website – food industry, credible and reliable sources, tried and true recipes

## November 2015 Advisory Council Meeting Notes

- Increase collaboration across division of KSDE/school districts – internal education of KSDE across division
- Elicit feedback during decision-making process – solicit from different groups (size)
- Develop course for Food Service Directors on writing grants and/or finding alternate funding
- Continue monthly updates with headers and short write-ups
- Wellness recognition for CACFP
- Prioritize educating Kansans about what a stellar education system we have in Kansas
- Continue communications that are direct and to the point – less verbiage, newspaper format
- Update summer food marketing materials
- Implement and communicate timelines for new USDA rule implementation – put changes in plain language
- Make sure grants have a purpose and assure day-to-day operations don't suffer
- Work on how to educate day care home providers on new requirements – exciting, non-threatening – sooner rather than later

### Program Updates & Hot Topics

- Farm to School/Preschool/Summer
- Community Eligibility Provision (CEP) – Doubled number of sponsors participating from 5 to 9. The number of schools participating has dramatically increased. Participation has increased. Kansas City Kansas went to CEP. They thought they would lose money, but with increased participation they are not seeing red.
- Breakfast Initiatives – Media events were held across the state. The group agreed that those should be a focus again next year.
- Grant Proposals – Tessa Adcock presented a list of nutrition education ideas that may be incorporated into future grant proposals. Those include: Culinary Champions class using recipes with 5 ingredients or less, Smarter Lunchrooms – lessons learned, subgrants to CACFP Wellness awardees, updating wellness policy resources, Farm to School seasonal resources and local products, social media campaign, recipe/food plate calendar, public service announcement for school nutrition programs, revamp the Healthier Kansas Menus to meet the new sodium target, food models for Healthy Kansas Plate posters, and Let's Talk Trash class.
- Healthy Kansas Schools Initiatives – Mark Thompson
  - Let's Move! Active Kansas Schools (LMKAS) – Getting kids more physically active. First train PE teachers to become physical activity leaders. Now those physical activity leaders are doing in-services at schools and training all staff.
  - Working on a website to house PE curriculum.
  - Wellness workshops will be held in January and February across the state. Wellness coaches are doing site visits and working with wellness committees.
  - Advisory Council members requested a list/description of activities used in workshops and trainings.
- Industry Training – Input was requested from council members on whether training was needed. If it is, where and what should the topics be. Industry members like the training and find it very useful. They would prefer that training is not on a Friday. Most offices are based in Kansas City, so location is perfect. Topics for next training will be procurement and CN labeling.

## **November 2015 Advisory Council Meeting Notes**

- USDA Final Rules due out in 2016 – Smart Snacks, Local Wellness Policies, CACFP Meal Pattern, Administrative Review, Community Eligibility Provision, Child Nutrition Integrity Proposed Rule, Updated Allergies and Civil Rights Information.

### **Wrap-Up & Adjourn – Cheryl Johnson**

- Meeting Dates for 2016 – Proposed dates of April 29, 2016 and November 4, 2016
- Reminder to turn in expense forms.
- Thank you and presentation of 2016 Participation Certificates and Kansans CAN pins.
- Watched a short video of a toddler Ninja Warrior course.