**September Update**
Distributed to School Nutrition Program Authorized Representatives and Food Service Directors via Email September 24, 2014

**Leadership Forum 2014 – Serving Up Success**
The annual Leadership Forum for School Food Service Directors will be held October 3 in Wichita at the Doubletree Hotel at the Airport. Complete the form found at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What’s New. Don’t miss this opportunity to hear from your peers about how they are serving up success. **Register by September 26!** USDA staff will be on hand to facilitate a roundtable question and answer session. Heartfelt thanks to each of you for all you do to “serve up success” in the child nutrition programs you administer each and every day!

**Verification**
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
- Residential Child Care Institutions that do not also operate a day school

All other sponsors must select and verify eligibility for a sample of applications approved for benefits. One person should coordinate all verification activities for the sponsor. Important deadlines for the verification process are:
- **October 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 sponsor’s sampling method. Once the Pre-Verification Worksheet is submitted, go into the Post-Verification Results screen to see the number of applications that must be verified. Verify ONLY the number required unless verified “for cause”.
- **October 31** – Update counts of students approved for reduced price and free meals on the Pre-Verification Worksheet in KN-CLAIM. Do NOT recount applications.
- **November 15** – Complete all verification activities. This deadline is the same whether it falls on a weekday or weekend.
- **December 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. Please make sure that the information entered is accurate, complete and submitted on time. **The Verification Quick Reference Guide has been updated with new information to assist you in completing the Pre-Verification Worksheet correctly. Please download the guide at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Guidance, KN-CLAIM Quick Reference Guides, Verification.**

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, Food Service Facts, Chapter 8-Verification of Eligibility.

**Food Service Management Company Training – November 13**
An important training session for sponsors considering contracting with a Food Service Management Company for SY 2015-16 will be held on November 13, 2014 from 1:00 pm-4:00 pm in Topeka at the Landon State Office Building in Room 254. Please RSVP to Kelly Chanay at [kchanay@ksde.org](mailto:kchanay@ksde.org).
Direct Certification Technology Improvement Grants – Apply by October 10!
As part of the Direct Certification Improvement Grant from the USDA, the Child Nutrition & Wellness team at KSDE is excited to increase utilization of the Direct Certification system by offering sub-grant awards of up to $1000 to National School Lunch Program Sponsors for hardware and/or software solutions to increase Direct Certification of students for free meals. The Direct Certification Improvement Sub-Grant Application is available at www.kn-eat.org, What’s New. Please contact Diane Dysart at 785-296-2276 or ddysart@ksde.org for additional information.

Fiscal Year 2014 National School Lunch Program Equipment Assistance Grants
Kansas has received an allocation of $315,184 to competitively award equipment assistance grants to eligible Sponsors participating in the National School Lunch Program. Priority must be given to high need schools where 50% or more of the enrolled students are eligible for free or reduced price meals and to those schools that did not receive a previous Equipment Assistance Grant award under the American Recovery and Reinvestment Act of 2009 or the FY 2010 Agriculture Appropriations Act. These funds will allow Sponsors who apply and are awarded equipment assistance grants to purchase equipment to serve healthier meals that meet the updated menu patterns, with emphasis on more fruits and vegetables in school meals, improve food safety, and expand access. The Kansas grant application is available at www.kn-eat.org, School Nutrition Programs, What’s New. Applications are due September 30, 2014.

New Policy Memos
Information and Guidance on the Domestic Beef Market – SP 66-2014
Wholesale prices for ground beef have increased more than 30% since last year and supplies of domestic beef are tight nationwide. USDA understands that lean beef is a popular ingredient in school cafeterias across the country and USDA continues to encourage schools to purchase and use beef in their menus as a good source of lean protein. USDA is working to address challenges related to the current market situation.

Smart Snacks Standards for Exempt Foods when Paired Together – SP 63-2014
Items that have been designated as exempt from one or more of the nutrient requirements that are paired together are still required to meet the calorie and sodium limits for Smart Snacks. For example, celery paired with peanut butter and unsweetened raisins, celery and peanut butter both have exemptions. Similarly, dried fruit, such as unsweetened raisins, are exempt from the sugar limit. However, calorie and sodium limits still apply to the snack as a whole. For additional examples and to read the entire policy memo, go to: http://www.fns.usda.gov/sites/default/files/cnd/SP63-2014os.pdf.

Administrative Tools
Go to www.kn-eat.org, School Nutrition Programs, Administration, Administrative Tools to find the Administrative Review training presentation slides and notes, the Administrative Update SY2014-15 slides, notes and handouts, Verification training presentation slides and notes, and the Financial Management training presentation slides and notes.

Fall Leadership Connections Meetings – Team Up for Wellness!
Are you looking for products that meet the Smart Snacks Rule? Does your Wellness Committee need re-energized? Gather your wellness team and plan to attend a Fall Leadership Connections meeting. Attendees are asked to bring labels and recipes for items that are well accepted by students and meet the Smart Snacks Rule. The meetings will also feature a New 2014 HACCP Help, Child Nutrition & Wellness Professional Recognition Awards, Certified Manager Recognition, Announcements from KSDE and Networking with Food Service Professionals. Each school district will receive a free nutrition education poster! The schedule is posted at www.kn-eat.org, School Nutrition Programs, What’s New.
Food Service Facts
Food Service Facts is in the process of being updated to include recent USDA guidance updates including the transitioning from Foods of Minimal Nutrition Value to Smart Snacks in Schools Standards. Changes will be highlighted in yellow.

Smart Snacks in Schools Webpage
KSDE now has a Smart Snacks in Schools, Guidance and Resources webpage that includes a Frequently Asked Questions resource that is updated often. Visit www.kn-eat.org, School Nutrition Programs, What’s New, Smart Snacks in Schools, Interim Rule Guidance and Resources. A fundraising tracking tool and instruction page have recently been added to the website.

Wellness Model Guidelines
The Kansas School Wellness Policy Model Guidelines were approved June 2014 by the Kansas State Board of Education and are available at www.kn-eat.org, School Wellness Policies. The USDA release of the final or interim rule on wellness policy may require updates to the Kansas School Wellness Policy Model Guidelines in the future. Sponsors may begin to take these policies into consideration when developing local wellness policies for SY2014-15. Except for those wellness policies required by state or federal law, it is up to the local Wellness Policy Committee to determine which policies are the best fit for local school needs and resources. KSDE will provide training on the revised Kansas School Wellness Policy Model Guidelines this school year through Impacting School Wellness Workshops which will be held in Topeka-January 22, Greenbush-January 29, Salina-February 4, Clearwater-February 10, Garden City-February 24 and Oakley-February 25. Watch for registration details later this fall.

Food Safety Training
Go to www.kn-eat.org, School Nutrition Programs, Training for information about registering for Fall Food Safety Basics classes. A schedule with classes for September, October and November at locations across Kansas is available now. Food Safety training is required within 6 months of hire and every 5 years. Be sure to update the Food Safety Training Record in KN-CLAIM when employees complete a food safety class.

4th Thursday HACCP Webinar – September 25
To participate in a 4th Thursday HACCP Webinar, advance registration is not required. To join the webinar go to http://ksde.adobeconnect.com/haccpwebinar/. On the day of the webinar, call 1-866-620-7326 and when prompted enter the conference code 7852962276 for audio. The class will begin promptly at 2:00 pm and end at 3:30 pm. You are encouraged to go to the above link and check your ability to connect to the webinar as well as access the participant materials at least one day in advance of the webinar date.

On-line HACCP
The On-line HACCP class requires advance registration. To register, call Cheri in Child Nutrition & Wellness at 785-296-2276 before the first day of the month for which you are registering. For example, if you are registering for October, you must call Cheri by October 1. The online class would be made available by October 6 and the class and assessment would need to be completed by the last day of that month, October 31.

Food Safety Information
September is designated as National Food Safety Education Month. The goal is to bring focused attention to food safety and encourage food safety in all aspects of life. Go to http://www.fightbac.org/ to download resources you can use to present food safety education to students, parents and school staff! Watch for HACCP Help September 2014, a food safety newsletter distributed at Fall Leadership Connections.
**Healthier Kansas Menus and Menu Planning Tools Updated**
The Healthier Kansas Menus for both breakfast and lunch have been updated and are available online at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Resources, Healthier Kansas Menus. Copies of the Healthier Kansas Menus will be provided (one per district) at Leadership Forum. In addition, the menu planning tools have been updated and are available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Menu Planning & Production Records, Recordkeeping Forms.

**Taste of Kansas Two Recipe Contest**
Send us your best school-tested recipe for the Taste of Kansas Two Recipe Contest! Child Nutrition & Wellness is developing another culinary class around more school-tested Kansas recipes. To determine the featured recipes, we are conducting a Taste of Kansas Two Recipe Contest. From the contest submissions, 12 recipes will be chosen and featured in a chef taught culinary class for Child Nutrition Management Academy (CNMA) 2015! Those with winning recipes will not only earn recognition for their schools, but be rewarded with a day of CNMA 2015 training for themselves and another employee from the district.

Submissions must be received or postmarked by October 24, 2014. To enter the contest, please send your name, school name, and **standardized** school-tested recipe to Cindy L. Johnson by email at cljohnson@ksde.org, fax to 785-296-0232 or mail to 900 SW Jackson St. Suite 251, Topeka, KS 66612. For more information, please contact Cindy Johnson at 785-296-8172.

**HealthierUS School Challenge – New 2014 criteria announced!**
The *HealthierUS* School Challenge (HUSSC) is USDA’s “Blue Ribbon” program for school nutrition and fitness as well as a key strategy for ensuring students have access to healthier food in school and are engaged in regular physical activity. The 2014 criteria, which was recently released reflect the Smart Snacks in Schools Nutrition Standards, while continuing to recognize schools that go above and beyond Federal requirements within the entire school nutrition environment. Implementation of the new criteria began on August 31, 2014. Major changes to the criteria include:

- There is no longer specific menu criteria, however, all applying schools must be meeting current meal pattern requirements and be 6 cents certified.
- New Smarter Lunchrooms criteria
- New Smart Snacks criteria

Application materials can be found at [http://www.fns.usda.gov/hussc/application-materials](http://www.fns.usda.gov/hussc/application-materials). We encourage all Kansas schools to take the HealthierUS School Challenge! For more information on the new criteria and/or assistance applying, contact Emily Brinkman at ebrinkman@ksde.org.

**HealthierUS School Challenge Workshops**
All Kansas schools are encouraged to take the *HealthierUS* School Challenge. Two fall workshops have been scheduled to provide training and assistance to schools interested in applying:

- October 23, 2014, 1:00-4:00 pm – Landon State Office Building, 900 SW Jackson St, Room 254, Topeka
- November 13, 2014, 1:00-4:00 pm – The Learning Center, 308 W. Frontview Rd, Dodge City

Pre-registration is required and registration will be limited to 20 so those attending can receive one-on-one assistance with menu planning and individual questions. Call Cheri Berggren at (785)296-2276 or email her at cberggren@ksde.org to register.

**HealthierUS School Challenge Webinar Series**
Join us for the 9th webinar in the HUSSC Webinar series which will take place on October 22 at 2:00 pm. The topic will be "Rewarding and Celebrating Without Food". To join the webinar, go to [http://ksde.adobeconnect.com/hussc](http://ksde.adobeconnect.com/hussc). Audio for the webinar can be heard either through your computer speakers or by calling 1-866-620-7326 and entering the conference code 7852962276# when prompted.
HealthierUS School Challenge – Sub-Grant Opportunities
The Kansas Health Foundation and Child Nutrition & Wellness are providing the opportunity for schools interested in applying for the HealthierUS School Challenge to receive mini-grant funding to assist with training, equipment, and nutrition education purchases. Schools that choose to apply for the mini-grants will commit to working towards the HUSSC or advancing towards the next award level if already a recognized HUSSC award winning school. Mini-grant funds are available in the following amounts:

- **HUSSC Training Mini-Grant** - $2,000 per school (with a maximum of $4,500 per district)
- **HUSSC Nutrition Education Mini-Grant** - $1,000 per school (with a maximum of $4,500 per district)
- **HUSSC Equipment Mini-Grant** - $4,500 per school (with a maximum of $9,000 per district)

For more information, including the applications, go to [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What’s New.

Celebrate Kansas Farm to School
October is National Farm to School Month, a time to celebrate the connections that are happening all over the country between schools and local food. Kansas is celebrating Farm to School week October 6-10, 2014. This year’s menu features recipes submitted by Kansas schools. What a great opportunity to incorporate Kansas products into your SNP and CACFP meal programs! The menu, planning tools, Kansas Department of Agriculture activities and resources can be found at [www.kn-eat.org](http://www.kn-eat.org), Farm to School, Farm to School Month Resources and also at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What’s New.

Whole Kids Foundation – School Garden Grant
Apply now for a $2000 grant through the Whole Kids Foundation. More information can be found at: [https://www.wholekidsfoundation.org/schools/programs/school-garden-grant-program](https://www.wholekidsfoundation.org/schools/programs/school-garden-grant-program). Deadline is October 31, 2014.

USDA Blog Features Liberal High School
The United States Department of Agriculture posted a blog “Liberal High School Develops Second Chance Breakfast Program” on September 19 to highlight the efforts of hard working school nutrition professionals who are dedicated to making the healthy choice the easy choice at schools across the country. Read the blog at [http://blogs.usda.gov/2014/09/19/liberal-high-school-develops-second-chance-breakfast-program/](http://blogs.usda.gov/2014/09/19/liberal-high-school-develops-second-chance-breakfast-program/). Congratulations to the nutrition staff at Liberal High School for their commitment to the nutritional needs of their students and their innovative solution!

Sunflower Spotlight
Sunflower Spotlights are posted on our website at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Recognition!

- Excitement is 'growing' in the garden at **Goessel D0 411** reports Superintendent John Fast. Last year their big crop was cantaloupe. This year they have harvested nearly 150 pounds of sweet potatoes. Pam Abrahams is the gardening coordinator and also coordinates a crew of volunteer parents who help. In addition, tomatoes, green peppers, cantaloupe, melons have been harvested and served on the a la carte table. The FACS teacher, Mrs. Ratzloff, has offered to use her nutrition class students and STAR event students to give **TATER TALKS** to the kids! **TATER TALKS** are short informative visits at each grade where they share the benefits of sweet potatoes, share recipes and sample tastings of unique sweet potato recipes. Click on the link to read an article published in the Newton Kansan [http://www.thekansan.com/article/20140919/NEWS/140919375](http://www.thekansan.com/article/20140919/NEWS/140919375).
• **DO 410, Durham-Hillsboro-Lehigh** Elementary FS Manager, Judy Penner and HS Manager, Teresa Barnhardt have gotten their new school year off to a positive start. The Elementary site has changed from a serve site to an offer site. Judy says ‘I stewed and stewed about how to change. The cooks have never served this way and it was new for the kids and staff as well. The pairing of older classes with the younger grades was a good idea for us. The principal set up the meal service schedule with older grades paired with younger classes. I was overwhelmed at the ideas thought up by the teachers and paras to get the Ks and 1st and 2nd graders up to speed. It’s working great. The teachers in the younger grades send a slip home daily for the kids and their family to check off what the students want for lunch. They bring it back each day and they give that slip to their buddies when they line up for lunch. When the buddies get up to the serving line, we ask them if they want everything and the older buddy can help with the picks. The kids love the choices too. I have been pleasantly surprised at some of their choices.’ Teresa, HS Manager, has implemented a Grab ‘n Go breakfast option. She made creative signage for the program. This option is available from their serving line after the 8:30 bell. Teresa says ‘It seems there are different students picking up a breakfast every day. We are able to fill the needs for the students who do not get to school until after the bell. A few more students eat every day with very little extra time spent.’

• The new school year is well underway and the Riverton USD 404 School cafeteria is the “official” place to be. This past summer the Riverton middle and high school cafeteria got a fresh face lift. The Food Service Department is sharing its school pride and spirit by decorating the cafeteria with team equipment and sports memorabilia. Speakers were installed and music is played during the high school student’s lunch. Food Service Director Elizabeth LaTurner said her mission was to make the cafeteria a place where both students and staff would enjoy coming and spending some time. “We’ve received great response with the new décor,” LaTurner said. “We’ve had so much fun with it we’ve now made referee jerseys our “official” Friday uniform.” Every Friday the Food Service staff will proudly wear their uniform just as the football team and cheerleaders proudly wear theirs. “What a fun way to emphasis teamwork.” Along with the change of décor this school year also brought new changes in nutrition guidelines. “We all know change is not always popular, but sometimes it’s necessary,” said Elizabeth. “Who out there doesn’t want our kids of today to be our healthy adults of tomorrow?” So if you’re looking to share your school spirit and enjoy some nice atmosphere stop by the cafeteria, the Food Service staff is always cookin’ up something!

**SNA-KS and All That Jazz**

Register today at [www.SNA-KS.org](http://www.SNA-KS.org) to attend this information packed conference which will add Jazz and Pazazz to your school nutrition program. The School Nutrition Association State Conference will be held in Wichita, Kansas on October 3rd through the 5th. Educational sessions and speakers will give you an in-depth look at school nutrition key topics. The industry showcase highlights an array of products and knowledge that you can incorporate into your current program. Guest speakers will energize and excite you about your profession. There will be opportunities and time for you to connect, learn, and grow with other school nutrition professionals. The Friday night kickoff event features a “mega-interactive dueling piano” show. Additional questions can be sent to Lynelle Munn at lmunnfpc@olatheschools.org or 913-780-7005.

**Healthy Kansas Plate Posters**

Come pick up your posters at Leadership Forum (Friday, October 3) or at KSDE’s booth at SNA-KS (Saturday, October 4). Posters will be available in two sizes, 27” x 39” (current size) and a smaller size of 16” x 22”. Both sizes will still feature dry erase film to assist in identifying the reimbursable meal on school serving lines. Educators can also utilize the posters to teach nutrition education in the classroom! To access the Healthy Kansas Plate graphic and instructions for use, visit [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Guidance, Meal Planning and Production Records.
National School Lunch Week is October 13-17
Schools all over the nation will officially celebrate National School Lunch Week (NSLW) October 13-17, 2014. The theme for this year’s campaign is “Get in the Game with School Lunch” and encourages kids to find a balance between healthy eating and physical activity. A sport’s theme was created to be fun and engaging for kids and focus on the importance of balancing good nutrition with plenty of physical activity. Tools and resources are available at http://www.schoolnutrition.org/NSLW2014/.

Fall Thoughts
We are pleased to announce that Kelly Wayner accepted the position of Public Health Educator on the Child Nutrition & Wellness team! Kelly is a recent graduate of the University of Kansas with a BSE in Health and Physical Education. She will be working on the K-FIT and LMAKS projects. Welcome Kelly!

We are also pleased to announce that due to the number and scope of Federal and State programs and grants that the Child Nutrition & Wellness team administers, effective August 29, Kelly Chanay’s Senior Child Nutrition Consultant Position was reallocated to an Assistant Director. Kelly will continue as she has in her job capacity, but wanted you all to be aware of the change in position title.

We say it often but it is never said too much: “Thank you for all you do to care for Kansas children.” We would like to extend this to say: “Thank you for all you do to care for and to share ideas and insights with one another.” Our hope is that you will find success as you move forward in the new school year. As always, please call your area Child Nutrition Consultant or any of the CNW team if you have questions or if we can help in any way! Together we can “Serve Up Success” and create healthier school environments that impact each student’s academic achievement and wellness!

Cheryl, Peggy & Kelly