June Update
Distributed to the School Nutrition Program Authorized Representatives and Food Service Directors via Listserv
June 30, 2015

Third Wednesday Webinar – July 15
Join us on July 15 at 2:00 pm to learn about Financial Management Tools and how to complete the Annual Financial Report. Join the webinar at [http://ksde.adobeconnect.com/snpwebinar/](http://ksde.adobeconnect.com/snpwebinar/). 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. Third Wednesday Webinars are recorded and can be found at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training.

Program Renewal

Spanish Translations
Spanish translations of KSDE’s documents related to program renewal are now available. Go to [www.kn-eat.org](http://www.kn-eat.org), Administration, Foreign Language Translations. The USDA Spanish version of the revised [Prototype Application for Free and Reduced Price School Meals](http://www.kn-eat.org), along with the translated prototype letter to households and the instructions document, is now available on the USDA public website.

Distribution of Applications
Remember that the application packet for CNP benefits is not to be distributed to households before July 1.

Determining Eligibility Webinars
Join us on [July 30 or August 13 at 2:00 pm](http://www.kn-eat.org) to learn more about Determining Eligibility for SY2015-16. Join the webinar at [http://ksde.adobeconnect.com/eligibility/](http://ksde.adobeconnect.com/eligibility/). 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.

Community Eligibility Provision – Application Available in KN-CLAIM July 1
For USDA guidance and Q & A’s that address common questions, go to [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What’s New. Sponsors must complete the application at [www.kn-eat.org](http://www.kn-eat.org), KN-CLAIM, School Nutrition Programs, Applications, Community Eligibility Application by August 31 if applying to elect the Community Eligibility Provision for SY2015-16. If you have questions, please contact Julie Henry at jhenry@ksde.org or 785-296-2276.

Monthly Financial Management Reports

Important Reminder: Make transfers to the Food Service Fund for free adult meals or low paid meal price before the end of the state fiscal year - June 30!
**Direct Certification – SY 2015-16**

All sponsors are required to use the Direct Certification system to assure that all foster students and students eligible for Food Assistance or Temporary Assistance to Families (TAF) are approved to receive free school meals. A complete list of all foster students and students eligible for Food Assistance or TAF will be available online by the third working day of July. The Direct Certification System displays daily matches. Check the Direct Certification List frequently. The sponsor list will show new students added at the top with the date matched.

Make sure the authorized representative for your sponsor completes KSDE User Registration. Please register at your earliest convenience using the instructions in the Quick Reference provided at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Guidance, Quick Reference Guides. Call your area consultant or our office at 785-296-2276 if you have questions about the direct certification process.

**Direct Certification Webinars** will be held on July 28 and August 11 at 2:00 PM. To join the meeting and view the power point, go to [http://ksde.adobeconnect.com/dc/](http://ksde.adobeconnect.com/dc/). 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.

**Professional Standards – Training Tracker Tool & New Q&A**

The Professional Standards for School Nutrition Professionals Training Tracker tool is now available at: [http://www.fns.usda.gov/school-meals/professional-standards](http://www.fns.usda.gov/school-meals/professional-standards). This downloadable tool can be used to record trainings for school nutrition staff. A user guide, instructional webinar, and technical assistance via telephone and email are also available. In addition, the link above provides an updated two-page flyer that summarizes key points from the Professional Standards Final Rule, as well as many other materials related to Professional Standards including new guidance- Professional Standards Q&A. Check it out today!

**School Food Safety Program Policy Update**

School food safety program based “Hazard Analysis and Critical Control Point” (HACCP) principles must be applied to any facility or part of a facility where food is stored, prepared or served for the purposes of the National School Lunch Program, School Breakfast Program or any other Food and Nutrition Service program.

All on-site HACCP plans must be reviewed annually using the Worksheet to Review and Revise the HACCP Food Safety Plan ([www.kn-eat.org](http://www.kn-eat.org), Food Safety, HACCP Guidance and Resources, HACCP Resources) to ensure that standard operating procedures for safe food handling are updated to include any facility or part of a facility where food is stored, prepared, or served, such as on school buses, in hallways, school courtyards, kiosks, classrooms, or other locations outside the cafeteria. This requirement applies to all National School Breakfast & Lunch programs, Special Milk programs, the Fresh Fruit and Vegetable program, After School Snack Care programs and supper programs.

**Time to Review and Update the Food Safety Training Record**

Please review the Food Safety Training Record located in KN-CLAIM to ensure all of your school’s food service staff are current on Food Safety training. Please update the information or if needed, make plans now to send employees to training this summer or next fall. Food Safety training is required for all school foodservice staff every 5 years. Sponsors who contract with a Food Service Management Company (FSMC) must also report food safety training for FSMC employees on the training record. Food Safety Basics training is offered at various locations across the state free of charge.

**Food Buying Guide Updated**

An updated Grains Section of the Food Buying Guide for School Meal Programs is now available on the Team Nutrition site. The revised Grains Section includes yield data for 25 new foods such as, pastas, cereal grains, couscous, and rice.
Jump Start for Managers
A training session for new managers will be held in De Soto on July 28 & 29, 2015 and in Salina on July 30 & 31, 2015. Pre-registration is required by Thursday, July 23. Space is limited. Managers with less than two years of experience are welcome and encouraged to register. However, if registrations exceed available space, KSDE reserves the right to limit participation to the newest employees. To register, go to www.kn-eat.org, KN-CLAIM, 5-Star Training or contact Cheri Berggren at Child Nutrition and Wellness at (785) 296-2276 or cberggren@ksde.org.

Food Safety Basics – Summer Training Schedule
Food Safety Basics classes have been scheduled for July & August at locations across Kansas. Registration information is available now at www.kn-eat.org, School Nutrition Programs, Training. July HACCP webinar and July/August Food Safety Basics

4th Thursday HACCP Webinar
HACCP Webinar dates for 2015 are July 23 and October 22. Advance registration is not required to participate in a 4th Thursday HACCP Webinar. To join the webinar go to http://ksde.adobeconnect.com/haccpwebinar/. 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. 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. Proficiency in the material is measured through an assessment which must be passed with a 90% grade.

Online HACCP Class
The Online HACCP class will be available on a monthly basis and requires advance registration. Participants learn the material on their own schedule at a computer. The material must be completed within a three week time span. Proficiency in the material is measured through an online assessment which must be passed with a 90% grade. To register, call Cheri in Child Nutrition & Wellness, KSDE at 785-296-2276 or complete the registration form and mail or fax it as directed.

Administrative Update 2015-16
SY2015-16 Administrative Update is being offered at regional locations throughout the summer. Topics will include new policy guidance for SY 2015-16 including the Professional Standards Final Rule, Procurement and Purchasing, Annual Civil Rights Training, Confidentiality, and Determining Eligibility including the new USDA prototype application for free and reduced price meal benefits. Verification training will not be a part of this training and instead will be offered in September. Register now at www.kn-eat.org, School Nutrition Programs, Training. The Hutchinson class has been rescheduled for July 15 from 8:30-12:30.

Nutrition Standards for School Meals and Calculating Components
Nutrition Standards for School Meals and Calculating Components classes will be taught numerous times throughout the summer. Register now at www.kn-eat.org, School Nutrition Programs, Training for these free classes.

Regional Training Cooperative Classes
Check www.kn-eat.org, School Nutrition Programs, Training for continually updated information about a wide variety of training opportunities conveniently located across the state!

Leadership Forum and SNAKS Fall Conference – Save the Date!
The annual Leadership Forum for School Food Service Directors will be held October 2nd in Topeka at the Kansas Museum of History. Save the date and plan to stay for the SNAKS Fall Conference October 3-5.
Take the HealthierUS School Challenge
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. We encourage all Kansas schools to take the HealthierUS School Challenge! For more information on the criteria and/or assistance applying, contact Emily Brinkman at ebrinkman@ksde.org

Team Nutrition – Grant Opportunities
The following applications for SY 2015-16 are being accepted until **August 31** in order to help create healthier school environments:

- **Serving Up MyPlate and Discover MyPlate Standards Based Nutrition Education Curriculum (Replacing Power Panther Pals)** Applications are being accepted for this standards based USDA health education curriculum that helps elementary teachers integrate nutrition education into Math, Science, English, Language Arts and Health. In addition to classroom materials sub-grant funds ($5 per student) are available to complete accompanying cooking/tasting activities.

- **Power Panther Professionals (staff wellness program).** Apply for this 8 to 12 week customizable staff wellness program designed for school personnel. Sub-grant funding in the amount of $100 per participating school or child care center is available.

Visit [www.kansasteamnutrition.org](http://www.kansasteamnutrition.org) for a grant application and to receive additional information. Questions? Contact Jill Ladd at jladd@ksde.org or 785-296-2276.

Make the Most of Summer’s Bounty
In Kansas, school gets out just as farms and gardens come into their prime growing season. But that shouldn’t stop kids and communities from connecting to healthy, local food and the people who raise it. Here are several ways to keep the farm in your summer vacation.

- **Incorporate local food into summer feeding programs:** With 3.2 million children nationwide receiving free meals through the Summer Food Service Program in 2014, these meals are a critical access point to healthy food for low-income children to thrive over summer months. Local foods and fun farm-based activities draw more kids and families to the program, bolstering your farm to school activities and supporting local and regional food systems all year long. Visit the [USDA Farm to Summer](http://www.fns.usda.gov/farm-to-school) page for more on continuing farm to school activities during summer.

Produce Safety – Professional Standards Training Materials
Need materials to provide training to school personnel in order to meet Professional Standard requirements? Training presentations and presenter notes are available from the USDA at [http://www.fns.usda.gov/food-safety/take-home-training-professional-standards](http://www.fns.usda.gov/food-safety/take-home-training-professional-standards) for the following topics:

- Good Agricultural Practices
- School Gardens
- Product Safety – Quality and Condition
- Produce Safety – Buying Smart, Buying Safe
- Produce Safety – Receiving and Storing
- Produce Safety – Preparation, Handling, and Serving

Each presentation consists of a Train-the-Trainer PowerPoint slideshow along with slide notes and talking points that include suggestions for activities to make trainings interactive. Trainings range from half an hour to an hour and a half.
Summer Nutrition Success – 137 Sponsors, 452 Sites!
Kansas is pleased to show an increase in sponsors and sites for summer 2015. Our hope is that many more children will have access to meals through the summer. USDA’s Summer Food Service Program (SFSP) provides reimbursement to approved sites for serving healthy meals and snacks to children ages 1-18 during the summer months. Is there a SFSP site near you? Should there be? A listing of all Kansas SFSP sites, including addresses and meal times is available. To find the meal site nearest you, go to www.kn-eat.org, Summer Food Service Program, Locate a Site Near You OR http://www.fns.usda.gov/summerfoodrocks

July is often a time that meal participation decreases. Help promote LUNCH ACROSS KANSAS on July 8. Participate by promoting your site at #yummysummer or help get children to a site near you. Kansas Appleseed, Kansas Kids Table and the Kansas Health Foundation are assisting KSDE with this promotion. Kansas Appleseed has developed Facebook and Twitter pages – Kansas kidstable.org that are now up and running!

It is not too early to begin thinking about a Summer Food Service Program for your community for 2016. Where are children gathered in your town without access to meals? Where are children hungry and in need of food? Who could partner with the school – library, parks and recreation, churches, civic groups? A best practice for Summer Food Service Programs is to partner to make maximum use of resources. SFSP can offer reimbursement – so who can prepare and serve meals, who can provide a location, who can provide supervision and programming? Contact your area Child Nutrition Consultant or call 785-296-2276 to discuss your questions about becoming a sponsor or site in summer 2016.

Sunflower Spotlight – Celebrating Successes in Kansas Child Nutrition Programs
All schools featured as a part of the Sunflower Spotlight can be found at www.kn-eat.org, School Nutrition Programs, Recognition.

- Nutrition Services and Marketing and Communications at Wichita Public Schools USD 259 have teamed up with Kid Power Cares to make visits to the Summer Food Service Program, Kid Power Café a success. The energy at the Kid Power Café meal sites is great and Kid Power talks with everyone in the room, kids, moms and dads, big brothers and sisters, and especially the site staff. Everyone feels special after a visit and it encourages children to return to the meal site. Kid Power makes appearances at the sites but also deliver fliers to churches and neighborhood stops. This community outreach is so important in getting children to the sites. Entercom Radio Station 93.5 http://www.power935.com/ and Hiland Dairy are broadcasting live to promote the Kid Power Café. They are announcing what school they will be at on morning radio. David Paul, Nutrition Services Director and Melany Powers, Project Manager, report that during the first full week of the program, breakfast participation increased by 175 meals per day over last year and lunch participation increased by 453 meals per day.

- USD 376 Sterling Food Service Director Sandy Skucius created a Sunflower Patch during the week of Kansas Day. The display was titled "Be a Healthy Kansan: Eat Smart. Play Hard." Each classroom had a stem on which to attach the petals and leaves. Yellow petals were earned by each class for at least 50% of the students answering "yes" to the 3 daily Eat Smart questions which were e-mailed every morning. Examples of those questions were: Did you eat breakfast? Did you drink milk yesterday? Did you drink water yesterday? The green leaves were earned during P.E. class for these Play Hard questions: Did you play outside yesterday? Did you get 9 hours of sleep last night? Who did NOT play video games after supper yesterday? After 3 days of petal and leaf earning, the Sunflower Patch had blossomed and provided a nice backdrop for the Kansas Day Activities.
• Kansas recipes, Asian Noodle Bowl, from **Wichita Catholic Secondary Schools** and Meatball Soup from Eisenhower Middle School, **Topeka USD 501** were featured during chef demonstrations at the Healthy Flavors Healthy Kids Leadership Conference held at the Culinary Institute of American in San Antonio, Texas this past May. Congratulations!

**Staffing Update**
Peggy McAdoo will be retiring effective August 28 after 22 years of service to Kansas school, child care and summer sponsors. A reception in her honor will be held on August 19 from 1-3 at KSDE in the CNW office area. Please join us in congratulating Peggy and thanking her for all she has done to increase access to healthy foods for Kansas children and to assist Sponsors in administering Child Nutrition Programs with integrity.

**Summer Thoughts**
Hope you are having a wonderful summer! We look forward to seeing many of you at training events, SFSP sites or at the School Nutrition Association’s Annual Nutrition Conference in Salt Lake City! Kelly and Cheryl will be presenting with USDA and sharing best practices from Kansas schools during two educational sessions Offer Versus Serve and What’s Shaking-Implementing Sodium Standards in School Meals.

Have a safe, happy and healthy July 4th Holiday!

**Cheryl, Peggy and Kelly**