



Child Nutrition & Wellness

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CACFP UPDATE

August 31, 2018

Distributed to CACFP Authorized Representatives and Home Sponsors via Listserv
As posted to www.kn-eat.org, Child and Adult Care Food Program, Updates from CNW

Administrative Handbook Updates

To align with the updated CACFP meal pattern requirements, Chapter 4 Meal Guidelines and Chapter 10 Recordkeeping have been revised. Chapter 7 Financial Management has been revised to reflect updated procurement guidance. Chapter 12 Claiming Reimbursement and Chapter 21 Administrative funds have been updated to reflect current policies and procedures. Revised chapters have been posted to www.kn-eat.org, CACFP, Administrative Handbook. Additions are highlighted in yellow.

New USDA Guidance

This notice is to **rescind TA01-2007 Determining Creditability of Breakfast Cereals for Child Nutrition Programs**, which was issued on November 28, 2006. The guidance in this memo is outdated and was superseded with the release of updated meal pattern requirements.

Purchasing Thresholds

The Federal thresholds for micro-purchasing has increased to \$10,000 and simplified acquisitions to \$250,000. Kansas statute requires formal purchasing procedures be used for non-food items and services valued at \$20,000 or more.

Meal Pattern Q & A

Three questions and answers have been added to the KSDE CNW FAQ on the CACFP Meal Pattern.

Q: If an ingredient statement has a flour blend listed as “whole grains (bulgur wheat, wheat, rye, oats, barley, triticale, corn, millet)”, is the flour blend considered to be a whole grain using the *Rule of Three*? Is this considered one grain ingredient or 8 grain ingredients?

A: This flour blend is not considered to be whole grain-rich. If a flour blend includes any grains that are not whole grains, then the flour blend is not considered a whole grain. This flour blend should be treated as one ingredient when applying the *Rule of Three*.

Q: Is wheat protein isolate considered a grain ingredient when applying the *Rule of Three*?

A: Wheat protein isolate is an additive and NOT considered a grain when applying the *Rule of Three*?

Q: Does a product exemption carry over to the CACFP for schools that have a whole grain-rich exemption approved through the National School Lunch/Breakfast Program for a particular product?

A: No, one whole grain-rich item must be offered per day as part of the CACFP when a grain is menued.

The updated CACFP Meal Pattern Requirement FAQs can be accessed at www.kn-eat.org, CACFP, Guidance, Menu Planning and Production Records.

Single Audit Compliance Supplement

OMB has released the 2018 edition of the Single Audit Compliance Supplement. It is effective for single audits of fiscal years beginning after June 30, 2017. Access the 2018 Compliance Supplement at www.kn-eat.org, Key Links. Note: Auditors must use this 2018 Supplement and the 2017 Supplement together. See the subsection titled “Purpose” within Part 1 for further explanation.

Centers Program Certification 2019 – Due September 17

Follow instructions given in the 2019 Certification Guide for Centers available at www.kn-eat.org, CACFP, Program Certification to complete the Sponsor Application, Center Site Application(s), Multiple Center Management Plan, and Budget online in KN-CLAIM by September 17. Sponsors must certify their application on the “packet” tab in KN-CLAIM prior to submitting to KSDE for approval. **The certification is not finished until this step has been completed.**

CACFP Certification Webinar

If you were unable to participate in one of the CACFP Certification Webinars and are interested in the content covered, you may contact your CACFP Consultant and they will be able to provide the slides that were shown. If you have questions, please contact your CACFP consultant, or call the Topeka office at 785-296-2276.

Annual Civil Rights Training

“Front line staff” and their supervisors must have civil rights training annually. “Front line staff” includes employees who interact with program applicants or participants regarding program services and benefits. Sponsors can use the Annual Civil Rights Training Documentation handout, found in the forms section of the Administrative Handbook, and/or go to the KSDE learning portal at <https://learning.ksde.org> and select Civil Rights Compliance in Child Nutrition Programs to conduct a training session. Be sure to keep documentation of civil rights training on file. Training rosters must also be uploaded annually during Program Certification.

SFSP Sites and CACFP Afterschool Meals Program Monitoring Requirements

Sponsors that operate **SFSP and CACFP At-Risk Meals** may follow the CACFP monitoring schedule year-round. If sponsors choose to follow the CACFP monitoring schedule year-round, one of the three annual reviews must occur during the summer to review for SFSP requirements. This review must include the review of a meal service and be unannounced. Two reviews must occur during the school year to review for CACFP requirements. At least one must include the review of a meal service and at least one must be unannounced.

At-Risk Afterschool Meals

Help students make the grade this school year by serving At-Risk Afterschool Meals to school aged children in lower income areas. Ensuring that children have access to nutritious meal and snacks when school is not in session is more important than ever. Nutritious meals help students achieve both in and outside of the classroom. Qualified sites providing educational or enrichment activities after the end of the school day, on weekends or on holidays during the school year can receive reimbursement at the free rate for all meals/snacks that are served. Interested in learning more? Contact Kelly Chanay at kchanay@ksde.org, or Laura Hodgson at lhodgson@ksde.org, or call 785-296-2276.

Training Opportunities

KSDE Training Portal: Online Professional Development Classes & Tutorials

CNW staff continue to develop new interactive online training classes and tutorials that can be accessed free of charge 24/7 via the KSDE Training Portal. The professional development classes offer a certificate upon successful completion which can be printed. Tutorials are 5 minutes or less with no quiz and no certificate. Create an account now at <https://learning.ksde.org> and see the entire list of classes and tutorials available. Current classes available especially applicable to CACFP Sponsors:

- **CACFP Child and Adult Meal Pattern**
- **CACFP Infant Meal Pattern**
- CACFP At-Risk Afterschool Meals
- Civil Rights Compliance in Child Nutrition Programs
- Confidentiality in Child Nutrition Programs
- Sodium Savvy
- Intro to CACFP

Jump Start for Centers is required for all new authorized representatives of centers and recommended for new support staff who provide assistance to the authorized representative. The classes are repeated through the year. Registration information is at www.kn-eat.org, CACFP, Training. The next scheduled class is September 6 in Hays. A complete schedule of Jump Start trainings for PY2019 will be posted in September. This free training class includes sessions on CACFP Administrative Integrity and Meals Done Right.

CACFP Statewide Conference: Leading the Way – Healthy Habits for a New Generation

Make plans to attend the Statewide CACFP Conference November 6, 7 and 8 in Salina, KS. **Sub-grant funds are available for sponsors who attend.** CACFP Center and Home Sponsor staff can choose to attend one or multiple days of the conference. Register online at <https://www.surveymonkey.com/r/SM2T365>.

- Tuesday, November 6 from 9 am – 3:30 pm. KSDE will be offering a pre-conference training entitled “Let’s Talk About It...Grains to Ounce Equivalents” where participants will get hands-on training in determining whole grain-rich products and learn about ounce equivalents that will go into effect October 1, 2019. A \$125 stipend will be provided to each Center or Home Sponsor who attends.
- Wednesday, November 7 from 9 am – 3:30 pm. Join KSDE as we welcome Katie Wilson with Share Our Strength and other guest presenters who will be discussing leading the way to a healthier generation. Attendees will get hands-on experience at various learning stations and hear from their peers in a best practices and problem solving panel. A \$150 stipend will be provided to each Center or Home Sponsor who attends.
- Thursday, November 8 from 9 am – 3 pm. Participate in a Team Up for CACFP Success Workshop. Team Up participants will develop personalized goals, strategies, and an action plan to assist with the administration of Child and Adult Care Food Programs. In addition to all the great resources that mentors will be sharing, there will also be several allied organizations along with Child Nutrition & Wellness staff in attendance to present information. The USDA Team Nutrition Training Grant will provide a \$150 stipend to each Center or Home sponsor who attends the Team Up Workshop.

Accommodations: A block of rooms at the Holiday Inn Express located at 755 W Diamond Drive, Salina are being held at a special rate of \$93/night. To reserve a room, call 785-404-3300 and ask for the Kansas State Department of Education Room Block. Reservations must be made by October 6 to take advantage of the special rate.

Resources

CACFP Nutrition News

The September edition of the CACFP NUTRITION NEWS is now available online at www.kn-eat.org, CACFP, Newsletters. The newsletter features information about avocados, a breakfast pita recipe and how to plan natural physical activities in child care. Share the newsletter with providers and/or families.

“Adding Whole Grains to Your CACFP Menu” Training Worksheet – New

USDA’s Team Nutrition initiative is proud to announce the release of the “Adding Whole Grains to Your Child and Adult Care Food Program Menu” training worksheet. Use this colorful two-page worksheet to train providers, sponsoring organizations, and others on whole grain-rich requirements for the Child and Adult Care Food Program (CACFP) including: Details on how and when to serve whole grain-rich foods; Lists of whole grain-rich foods that can be served at breakfast, lunch, supper, and snack; Ideas on how to share information about whole grain-rich foods with parents, caregivers, and families; and Scenario-based questions and answers to test your knowledge! For more information, visit Team Nutrition at <https://teamn nutrition.usda.gov>.

Available online only, in English and Spanish. Print versions coming soon. View and download this worksheet at: <https://www.fns.usda.gov/tn/cacfp-meal-pattern-training-worksheets>. To watch the recording of the [CACFP Halftime: Thirty on Thursdays](https://www.fns.usda.gov/tn/cacfp-half-time-adding-whole-grains-your-menu) training webinar on this topic, please visit: <https://www.fns.usda.gov/tn/cacfp-half-time-adding-whole-grains-your-menu>.

“Feeding Infants: Starting with Solids”

Presented as part of USDA Team Nutrition’s FREE monthly *CACFP Halftime: Thirty on Thursdays* webinar series, this webinar will focus on how the Child and Adult Care Food Program (CACFP) infant meal pattern supports growth and development for infants ages 6 through 11 months. The webinar will include information on developmental readiness and feeding infants solid foods in the CACFP. Attendees will have a chance to submit questions to the presenters and check their knowledge through interactive polling questions. This webinar will be held on Thursday, September 20th in both English and in Spanish. The English webinar will be from 1 to 1:30 p.m. CST and the Spanish webinar will be from 2 to 2:30 p.m. CST.

Certificates of participation will be provided for those who attend the entire webinar. Additionally, attendees can receive continuing education credits from the National CACFP Sponsors Association. The Academy of Nutrition and Dietetics and the Commission on Dietetic Registration have also approved this webinar for 0.5 hours of Continuing Professional Education Units (CPEUs). For more information, including recordings of past webinars and dates and topics of future webinars, please visit the [CACFP Halftime: Thirty on Thursdays webpage](#).

WIC Breastfeeding Support Learn Together. Grow Together

Support Learn Together. Grow Together. Campaign materials are available through an updated [WIC Breastfeeding Support](#) website geared towards WIC moms. Regardless of whether a WIC mom is new to breastfeeding, or has previous breastfeeding experience, she can explore the various stages of her breastfeeding journey. The website provides information, answers to common questions, ways to overcome challenges, and more to help WIC moms breastfeed as much as they can, for as long as they can. [Family and friends](#) will find resources, including videos from real dads and grandparents, to learn more about breastfeeding and how they can support mom and baby on their breastfeeding journey. Likewise, [WIC partners and staff](#) can access resources to download, print and share with moms to help them meet their breastfeeding goals.

Plan Now! October is National Farm to Plate Month!

Be one of the early care center or home sites that celebrate local food in education, school gardens, meals or snacks. This October, we hope you will take time to get informed, get involved and take action to support farm to plate in your community. Share your experience and have a chance to win a Salad Spinner! Provide a description of your Farm to Plate event including a local menu(s)/ snack(s) offered, gardening or field trip activity. Include sources used, outreach and planning team involved, pictures and any media coverage received. Fact sheets, stickers, pins, tattoos or seed packets for your celebrations are available. Contact Barb Depew, Farm to Plate Director, bdepew@ksde.org or phone 785-296-0062. Submit your event story to Barb by November 9, 2018. The Child Nutrition Program winner will be announced in the November Monthly Update.

KN-CLAIM Customer Satisfaction Survey

The Child Nutrition & Wellness Team would greatly appreciate sponsor feedback regarding KN-CLAIM. With the award of a Technology Innovation Grant (TIG) from USDA, CNW is designing updates to KN-CLAIM to increase integrity and reduce program errors across all programs. The goal of version 3 of KN-CLAIM is to make reviews and monitoring easier for our sponsors. In order to assess the success of this grant, baseline customer satisfaction data is needed. Please help our team make v3 of KN-CLAIM the best version yet by filling out this 5-minute survey:

https://forms.office.com/Pages/ResponsePage.aspx?id=c6CE4COUcUahq3FLtaSl4_5KabqoFJr_B7A5cxaSJURFNHWIVQNjJDUIc4TIBZWlc3MkJVU0IMSi4u

Kansans CAN 2017-2018 Best Practice Awards

Two CACFP Sponsors of Day Care Homes were honored Tuesday, Aug. 14, for outstanding practices in Child Nutrition and Wellness programs that help support the Kansans Can vision. The Kansans Can 2017-2018 Best Practice Awards were presented during the Kansas State Board of Education meeting in Topeka. This is the second year for the awards. The Kansans Can vision, which was established by the State Board of Education in 2015, is “Kansas leads the world in the success of each student.” The CACFP recipients and the award they received are:

- **First Choice Support Services Inc.:** *Kansans Can Implement Innovative Meal Pattern Strategies.* First Choice Support Services Inc. effectively supports its providers by enhancing understanding of updated meal pattern requirements from United States Department of Agriculture (USDA). The Menu by Numbers visual resource - both for infants and children - assists providers in aligning their menus with the updates. An update to First Choice’s Provider Handbook facilitates greater understanding of all Child and Adult Care Food Program (CACFP) regulations for providers.
- **Quality Care Services Inc.:** *Kansans Can Celebrate Nutrition and Wellness Special Events.* Quality Care Services Inc. helped bring CACFP Week activities to life for many of the providers the organization serves. The organization mailed activity toolkits to providers and encouraged daily participation during the week with prize drawings based on provider interaction. The goal of the weeklong celebration was to encourage providers to engage with children and parents about purposeful nutrition.

Instilling Healthy Habits for a Healthier Generation

The CNW team appreciates all YOU do, day in and day out, to LEAD THE WAY and instill healthy habits for a Healthier Generation! Make plans now to participate in the exciting professional development opportunities available this fall to enhance your leadership skills and learn more about implementation of the CACFP Meal Pattern including whole grains and ounce equivalents!

As always, if you have questions or we can help in any way, please call your area Child Nutrition Consultant or the Topeka office.