

Monthly Update

Child & Adult Care Food Program



August 28, 2023

Distributed to CACFP Authorized Representatives and Home Sponsors via Listserv
As posted to <https://cnw.ksde.org>, CACFP, Monthly Updates

Centers Program Certification 2024 - Due September 15

Follow instructions given in the 2024 Certification Guide for Centers available at cnw.ksde.org, CACFP, Program Certification and Initiation to complete the Sponsor Application, Center Site Application(s), Multiple Center Management Plan, and Budget online in KN-CLAIM by September 15. Completion of CACFP Administrative Workshop is required to complete Program Certification.

Important: Sponsors must certify their application at the bottom of the Checklist Tab in KN-CLAIM to submit it to KSDE for approval. **The certification is not finished until this step has been completed.** Please contact your CACFP Consultant or the Topeka Office (785-296-2276) with any additional questions.

Certification Reminders

- If a Sponsor has a change in Authorized Representative, an Appointment of a New Authorized Representative form must be mailed to KSDE with original signatures. This form can be downloaded from the Checklist Tab in KN-CLAIM.
- Program Year 2023-24 CACFP Administrative Workshop was offered via live webinar on Thursday, July 27. Sponsors unable to attend the live webinar training must take the training through the KSDE Training Portal. At least one representative from each Sponsor must complete the CACFP Administrative Workshop training before annual CACFP Certification can be completed. Access the recorded training at: <https://learning.ksde.org>, Child Nutrition & Wellness, Child & Adult Care Food Program.

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 Chapter 6 in the Administrative Handbook, and/or go to the KSDE Training 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.

Household Contacts Policy to Verify Attendance & Enrollment of Participants

Sponsoring Organizations (multi-site sponsors) must establish a system and written policy, in which the sponsor verifies attendance and enrollment information by contacting adult members of households as part of site reviews. The household contact process is not required for At-Risk Afterschool Meals sites or homeless or emergency shelters. The policy should contain information detailed in Chapter 11 of the Administrative Handbook.



Child Nutrition Program Integrity Final Rule

On August 23, 2023, USDA's Food and Nutrition Service (FNS) published a final rule, *Child Nutrition Program Integrity*. The final rule impacts the National School Lunch Program (NSLP), School Breakfast Program (SBP), Special Milk Program (SMP), Summer Food Service Program (SFSP), and the Child and Adult Care Food Program (CACFP). The rule finalizes provisions which strengthen program integrity while providing State agencies targeted flexibility to adapt oversight to meet their unique program circumstances. In addition, the final rule codifies into regulations CACFP provisions which have been common practice and previously implemented through guidance memos. The final rule is available in the Federal Register: <https://www.federalregister.gov/documents/2023/08/23/2023-17992/child-nutrition-program-integrity>

FNS has released **CACFP 10-2023, "Initial Implementation Memorandum: Child Nutrition Program Integrity Final Rule."** This memorandum and attachment provide an overview of the final rule to assist State agencies as they implement the provisions of the final rule. As KSDE learns more about the provisions, information will be provided to you!

New Spanish Resources Available from Team Nutrition!

The Spanish translation of the [Crediting Handbook for the Child and Adult Care Food Program \(CACFP\)](#) is now available online. The Crediting Handbook plays an important role in helping CACFP operators to plan nutritious, age-appropriate meals with diverse options. The Crediting Handbook is a supplementary resource to the [Food Buying Guide for Child Nutrition Programs](#) and contains additional information on creditable foods served in child and adult care centers including crediting grains in ounce equivalents.

The Crediting Fruits, Meats/Meat Alternates, and Milk in the Child Nutrition Programs Tip Sheets are now available in Spanish. These are the first three in the Crediting in the Child Nutrition Programs tip sheet series in Spanish. These simple tip sheets highlight the basics of crediting for these three meal components across all Child Nutrition Programs. Access the three tip sheets in Spanish today at <https://www.fns.usda.gov/es/tn/crediting-tip-sheets-child-nutrition-programs>
You can check out Team Nutrition's other resources for CACFP at <https://www.fns.usda.gov/tn/child-care-organization>

At-Risk Afterschool Meals

Help students make the grade this coming school year by serving At-Risk Afterschool Meals to children in lower income areas. If a traditional CACFP center also participates in CACFP At-Risk Afterschool Meals, the center may only claim school age children under At-Risk. Help ensure that children have access to nutritious meals and snacks for students to achieve both inside and outside of the classroom. For more information, call 785-296-2276 and ask for Laura or take the CACFP At-Risk Afterschool Meals training on the KSDE Training Portal at <https://learning.ksde.org>.

Training Opportunities

Many opportunities for learning are available for CACFP Sponsors. Go to <https://cnw.ksde.org>, Training, CNW Calendar to access the class list with dates, times and ZOOM links. Training is also offered through the KSDE Training Portal 24/7. New to the portal: CACFP Administrative Workshop. Coming Soon: Determining Eligibility for the CACFP.



Culinary Quick Bite Features Wheat Berries

Check out the KSDE YouTube Playlist for the August 2023 Culinary Quick Bite featuring wheat berries at: https://www.youtube.com/playlist?list=PLd_2hYclboc_QUbcjw6GfQP7i2Zv2MHM.

CACFP Back to Basics Monitoring Training

You will not want to miss the CACFP Back to Basics Monitoring Training if you are a Multi-Site Sponsor of Centers or a Home Sponsoring Organization. Join KSDE on September 15 at 1:00 pm for a review of the CACFP monitoring requirements and oversight activities for sponsoring organizations. Participants will learn about required CACFP monitoring review elements, monitoring review tools, resources, and best practices. Join at

<https://ksde.zoom.us/j/86877896049?pwd=NnNLVGI6QW9MUGo0a2lqcXlpeU8yQT09> Passcode: 603872

Regional Farm Tours- Registration Now Open

The KSDE Child Nutrition and Wellness team is excited to host regional Farm Tours across Kansas. Tour participants will ride on a bus to visit farms and hear from food partners about sourcing Kansas products. Sponsors attending the tours will receive education, resources, networking, and inspiration to incorporate local products into Child Nutrition Program menus. The Farm Tours are free to attend and will take place in the Northeastern, South Central, and Northwestern regions of Kansas. A free local foods lunch will be served at an area school as part of the tour.

Northeast Kansas: Begins and ends in Lawrence, Kansas on September 29 from 8 AM – 4:30 PM

- Tour will include Juniper Hill Farms (Lawrence, KS), Lawrence Public Schools School Gardens and local lunch at Lawrence Public Schools (Lawrence, KS), JET Produce and Meats (Leavenworth, KS), and lunch presentation from the KC Food Hub.

South Central Kansas: Begins and ends in Haven, Kansas on October 6 from 8 AM – 4:30 PM

- Tour will include Teck Farms (Hutchinson, KS), Pretty Prairie School Farm and local lunch at Pretty Prairie Schools (Pretty Prairie, KS), Basinger's Beef (Pretty Prairie, KS), Eck Agriculture (Kingman, KS), and lunch presentation from Stafford County Flour Mill.

Northwest Kansas: Begins and ends in the Oberlin/Grinnell/Hoxie, Kansas area on October 13 from 8 AM – 4:30 PM

- Tour will include Hot Spot Produce (Oberlin, KS), 4B Farms (Grinnell, KS). Additional location and speakers to be determined.

Click the following link to register: [CNW Fall 2023 Regional Farm Tour Registration \(qualtrics.com\)](https://www.qualtrics.com/jfe/form/SV_3Cw1w1Uz2WwKL0W)
Registration will be open until September 22.

The 5th Annual Mountain Plains Crunch Off – October 2023

This year's registrants can crunch on not only apples, but ANY local crunchable produce! Kansas is participating in the Mountain Plains Crunch Off with seven other regional states. The Kansas goal is 50,000 crunches statewide. Our regional goal is 230,000 crunches. Celebrate with local produce any day September 29th – October 31st to participate in the crunch off. Make your event plans and register at https://ksde.sjc1.qualtrics.com/jfe/form/SV_3Cw1w1Uz2WwKL0W. Resources for crunch off events can be found at <https://cnw.ksde.org>, [Farm to Plate/What's New](https://www.farmtoplate.org). Crunchable local produce can be found in many places – school/childcare gardens, farmer's market, local distributors or <https://shopkansasfarms.com/map/>. If you have any questions, please contact Barb Depew, Farm to Plate Project Director at bdepew@ksde.org or Eryn Davis, Farm to Plate Project Coordinator at edavis@ksde.org.



CACFP Child Nutrition Professional Certification Awarded to Kansas Day Care Home Provider

Join the KSDE Child Nutrition & Wellness team in congratulating day care home provider, Stacy Hook of Wee Care in Emporia who has earned the CACFP Child Nutrition Professional Certification from the National CACFP Sponsors Association. Stacy is a day care home provider under the Sponsorship of First Choice Support Services!

CACFP Sponsors Receive Kansans Can Awards

The Kansans Can 2022-2023 Best Practice Awards were presented by Cheryl Johnson, Child Nutrition and Wellness (CNW) director for the Kansas State Department of Education (KSDE), during the Aug. 8 Kansas State Board of Education meeting in Topeka. This is the sixth year for the awards.

A recipient of the Kansans Can Serve Local Foods award was **Quality Care Services Inc.** Quality Care Services Inc. was awarded a United States Department of Agriculture (USDA) Edible Garden Turn-Key Grant effective July 2022 through June 2023. To apply for the grant, Quality Care Services needed community partnerships. Quality Care Services partnered with Kansas Corn STEM and created a preschool curriculum that was offered free to all child care home providers through Kansas. Each of Quality Care Services' child care home providers were given a local food bundle kit, which included a book on composting, container garden handouts, and a sub-grant application for either a raised garden bed or hydroponic garden. The organization successfully awarded 16 raised garden kits and 19 hydroponic garden kits. Providers grew more than 843 pounds of local food during the winter months. Quality Care is the first child care sponsor in Kansas to directly apply for a Farm to School Grant from USDA and is to be commended for its passion about serving quality local foods in day care homes, educating pre-K children about where their food comes from, and creating a STEM curriculum.

First Choice Support Services, a CACFP sponsor of child care homes, received the Kansans Can Step Up to Lead award. The organization faced staffing challenges during and after the COVID-19 pandemic. First Choice lost all personnel except the executive director and one enrollment specialist in February 2021. Lacy Schmidt stepped up to lead in a position where she was a new employee with no other experienced employees to mentor or guide her. She went above and beyond to learn and build competence in CACFP administration. She has maintained perfect attendance since her employment. One of Schmidt's major accomplishments was the outreach she conducted to licensed child care home providers not currently participating in the CACFP. At a time when there is a shortage of child care workers in Kansas, leadership to encourage day care home providers to participate in the CACFP, which is an indicator of quality care, is to be commended.

You are Appreciated!

The KSDE Child Nutrition & Wellness team appreciates each of you and your work to create healthy habits for a lifetime through the CACFP. Be sure to share your best practices at #FuelingKSKids!

As always, if you have questions or need technical assistance, please contact your Child Nutrition Consultant or the Topeka office.

Cheryl, Karen, and Kelly



For more information, contact:

Cheryl S. Johnson
Director, Child Nutrition & Wellness
(785) 296-2276
<https://cnw.ksde.org>
csjohnson@ksde.org

Kansas State Department of Education
900 S.W. Jackson Street, Suite 102
Topeka, Kansas 66612-1212
(785) 296-3201
www.ksde.org

This institution is an equal opportunity provider.

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 S.W. Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201.