

Monthly Update

Child & Adult Care Food Program



September 25, 2023

Distributed to CACFP Authorized Representatives and Home Sponsors via Listserv

As posted to <https://cnw.ksde.org>, CACFP, Monthly Updates

2024 Certification

Thank you to those Sponsors who have submitted their 2024 packets for certification in KN-CLAIM. Consultants are currently working through certification documents to approve Sponsors for the 2024 program year in the order they were received. If certification information has not been submitted, sponsors can find instructions for certification at <https://cnw.ksde.org>, CACFP, Program Certification. To participate in CACFP for the 2024 Program Year, beginning October 2023, Sponsors must complete program certification requirements as soon as possible to allow sufficient time for review by KSDE consultants. Sponsors cannot claim meals in the 2024 program year until Program Certification is complete and approved by KSDE.

October Claim Reminder – Centers Only

Centers must report the number of free, reduced price, and paid participants on their October claims. The number of participants in each category is reported in the “*Center Income Eligibility Categories*” (IEC) section of the Center Claim. Sponsors are required to upload the IEC summary into KN-CLAIM in October and any other month that reported numbers are changed. An Excel version of Form 12-C is available at <https://cnw.ksde.org>, CACFP, Administrative Handbook, Chapter 12 Claiming Reimbursement.

Reminder: When the claiming percentages are being established for the year, the IEC Summary must only include those participants who have complete and valid enrollment forms on file AND ate a meal/snack in the month of October.

Note: A recording of the Determining Eligibility for CACFP training that was held via zoom is available in the KSDE Training Portal. This training does include a refresher on completing the Income Eligibility Categories (IEC) summary.

Record Keeping Reminders

- CACFP Records need to be kept for 3 years + the current year. You may discard records older than September 30, 2019. Be sure to shred all Enrollment and Income Eligibility forms and anything that has personal information about the children and parents such as their birthdates, Free-Reduced-Paid status.
- It is not necessary to print KN-CLAIM pages/applications.
- It is recommended to save your monthly claim page. You can print a one page per site report that completely summarizes their claim at KN-CLAIM, Reports, Sponsor Accessible Reports, Center Claim Summary.



USDA Guidance

CACFP 11-2023 – Feeding Infants and Meal Pattern Requirements in the Child and Adult Care Food Program; Questions and Answers (Revised September 2023)

This memorandum provides updated guidance on feeding infants and the infant meal pattern requirements in the Child and Adult Care Food Program (CACFP). It also includes Questions and Answers in the Attachment. This revision incorporates updated breastmilk storage recommendations, infant formula food safety considerations, information on crediting grains in ounce equivalents, and includes four new questions and answers. This memorandum supersedes CACFP 02-2018: Feeding Infants and Meal Pattern Requirements in the Child and Adult Care Food Program; Questions and Answers, October 19, 2017.

New yields are now available in the Food Buying Guide for Child Nutrition Programs Interactive Web-based (FBG) Tool and FBG Mobile App!

New yield data is available for: individually quick-frozen (IQF) black beans, IQF pinto beans, roasted soybeans, roasted chickpeas, fresh oranges, grape tomatoes, and ready-to-use diced and sliced onions. Stay tuned for additional yield data releases coming soon. Explore the [Food Buying Guide for Child Nutrition Programs](#) today!

Team Nutrition/USDA MyPlate Resources

[USDA MyPlate Life Stages](#): parent resources, quizzes, tips sheets. Many resources are available in both English and Spanish.

CACFP Serving Size for Breast Milk

DID YOU KNOW? Most breastfed infants need approximately 1oz/hour of breast milk when at childcare? Breast milk adjusts nutrition as baby grows so the amount of breast milk needed at 6 weeks is approximately the same amount at 6+ months. In contrast, infant formula only has so much nutrition per scoop so as the child grows, more volume is needed to meet their nutritional needs. Thus, if a breastfed baby regularly drinks less than the 4 oz. minimum amount of breast milk required by the CACFP meal pattern, providers may offer less than the minimum amount of breast milk at each feeding if more breast milk is offered later when the baby is hungry.

Childcare providers participating in CACFP can receive reimbursement for meals and snacks when provided pumped breast milk for child or if baby is breast fed on site *even* after the child's first birthday. A win-win for providers and families!

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_3Cw1w1Uz2WwKLOW. Resources for crunch off events can be found at <https://cnw.ksde.org>, [Farm to Plate](#), [What's New](#). 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.



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:** Determining Eligibility for CACFP
- **KSDE Training Portal Tips:**
 - Portable devices (tablets and phones) do not work well with the portal. Please use a laptop or desktop computer to complete the class.
 - Recommended browsers: Microsoft Edge, Firefox or Apple based. The portal does not consistently work well with Google Chrome.
 - Close the training each day when finished - do not leave the training open. The system will remember where you left off if you close out of the training. Click the "Complete Video Later" or "Exit Activity" button (top right) rather than just closing the browser.
 - If there is a problem with connectivity while watching a video, exit the module immediately. Refresh the screen once connectivity is re-established and re-enter the video.
 - The connection between the video and the reporting system is a lot like a phone call - if something happens to disrupt the signal, the connection needs to be re-established. If you don't, you can keep talking but the other person doesn't hear you. In the training portal system, if the connection breaks, you can keep participating, but the system doesn't know you are still there for that activity and will not register completion.

Regional Farm Tours – Last Chance to Register

Don't miss out on the upcoming CNW Farm Tours. 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, **September 29, 8 AM – 4:00 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, **October 6, 8 AM – 4:15 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 Hoxie, Kansas, **October 13, 8 AM – 3:30 PM**

Tour will include sorghum/wheat producer (Grainfield, KS), 4B Farms (Grinnell, KS), M Arrow Ranch (Colby, KS), with a local lunch from Colby Public Schools (Colby, KS).

Click the following link to register: [CNW Fall 2023 Regional Farm Tour Registration \(qualtrics.com\)](https://qualtrics.com)



Harvest of the Month

The Kansas Farm to Plate Harvest of the Month Program is almost here! The program will be launching in October, featuring one Kansas-grown product each month. Recipes, educational and promotional materials will be available including posters, table tents, newsletters, videos, and social media graphics at <https://cnw.ksde.org>, Farm to Plate, What's New. Send poster requests to Eryn Davis at edavis@ksde.org. The program kick-off will feature Apples – just in time for the Mountain Plains Crunch Off!

Local Foods Culinary Training – Coming in October!

Celebrate Farm to School Month by participating in the Local Foods Culinary Training. Available in October on the KSDE Training Portal, this 2-hour training features Kansas products and producers, gives helpful information to how to implement Farm to Plate in Kansas Child Nutrition Programs, and provides recipes and culinary tips for incorporating the Kansas products featured in the training into local menus! Go to <https://learning.ksde.org> to access this training.

Staffing Update

Diana Floyd is retiring from the KSDE Child Nutrition & Wellness team at the end of September after 11 years of outstanding service to Kansas Child Nutrition Sponsors. Best wishes as you begin your next chapter. Congratulations Diana!

Happy New Program Year and THANK YOU!

Welcome to Program Year 2024! What a great opportunity we have, to fuel the success of Kansas' future! The Child Nutrition & Wellness team appreciates and sends sincere thanks to all dedicated Kansas Child Nutrition Professionals for the great work you have always done and will continue to do in Program Year 2024! Together we will keep #FuelingKSKids!

As always, if you have questions or concerns, please call or email us or your area Child Nutrition Consultant.

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.