KN-CLAIM Update
The update of KN-CLAIM is almost complete! New KN-CLAIM is tentatively scheduled to be implemented July 25, 2017. Plan now to complete program renewal by the July 15 deadline. Any information entered into the current KN-CLAIM system prior to June 25 will rollover into the updated system.

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

Reimbursement Rates
Reimbursement rates for FY2018 will be posted at www.kn-eat.org, School Nutrition Programs, Key Links as soon as they are available from USDA.

Program Renewal
All program renewal forms, instructions, guidance and the program renewal webinar recording are available at www.kn-eat.org, School Nutrition Programs, Administration, Program Renewal (Program Renewal is in the drop-down list when you scroll over Administration).
- Program renewal documents are due by July 15, 2017.
- Reimbursement claims for school year 2017-2018 cannot be processed until all program renewal documents are approved by KSDE.

Monthly Financial Management Reports

Important Reminder: Make transfers to the Food Service Fund for low priced adult meals, gratis other adult meals and/or paid lunch equity before the end of the state fiscal year - June 30!

Wellness Policy Data
Complete the Wellness Impact Tool to accurately reflect the sponsor’s status in relation to the current Kansas School Wellness Policy Model Guidelines as of the end of SY 2016-17. School Wellness Policy data for every school district in Kansas is available to the public at KSDE Data Central: www.ksde.org, Data Central, Child Nutrition & Wellness Reports. The Kansas State Board of Education has approved updated Kansas School Wellness Policy Model Guidelines that will be effective July 1, 2017 for SY 2017-2018 and the Wellness Impact Tool will be updated with the new model guidelines policy statements this fall.

Indirect Cost Rates
Indirect Cost Rates for 2017-2018 are now available at www.kn-eat.org, School Nutrition Programs, What’s New. The rate for private schools is 13.08%.
Community Eligibility Provision – Application Available in KN-CLAIM
For USDA guidance and Q & A’s that address common questions, go to www.kn-eat.org, School Nutrition Programs, Administration, Community Eligibility Provision. Sponsors must complete the application at www.kn-eat.org, KN-CLAIM, School Nutrition Programs, Applications, Community Eligibility Application by June 30 if applying to elect the Community Eligibility Provision for SY 2017-18. If you have questions, please contact Julie Henry at jhenry@ksde.org or 785-296-2276.

New Pre-K (CACFP) Meal Pattern FAQ Resource
KSDE CNW has developed a Frequently Asked Questions resource focused on the New Pre-K (CACFP) Meal Pattern. The FAQ is a compilation of answers to questions that sponsors have had as they have attended and conducted trainings. The FAQ resource has recently been updated with new Q&As and can be located at: www.kn-eat.org, Child & Adult Care Food Program, Guidance, Menu Planning & Production Records.

Pre-K Meal Pattern Reminders
Pre-K meals must follow the updated CACFP Meal Pattern as of October 1, 2017. To begin serving the updated CACFP meal pattern to Pre-K students at the beginning of the school year an Early Adoption Request must be submitted to KSDE for approval. The Early Adoption Request Form can be found in the handouts received at CACFP Updated Meal Pattern training and can only be submitted once training has been completed. CACFP Updated Meal Pattern training is being offered at CNMA in July. Plan now to attend if you serve Pre-K students and have not yet attended a training session.

Sponsors must use “Serve” rather than “Offer” for Pre-K students as of October 1st due to the updated CACFP Meal Pattern guidance. During Program Renewal, be sure to update the service option to “Serve”.

Spanish Resources
Prototype Application and Letter to Household
The USDA Spanish version of the revised Prototype Application for Free and Reduced Price School Meals, along with the translated prototype letter to households and the instructions document, are available at http://www.fns.usda.gov/school-meals/translated-applications. KSDE will have Spanish application materials available at www.kn-eat.org, School Nutrition Programs, Program Renewal, Foreign Language Translations.

CACFP Meal Pattern
The USDA’s Food and Nutrition Service is pleased to announce the release of CACFP Meal Pattern Training Tools in Spanish. They can be found at https://www.fns.usda.gov/tn/cacfp-meal-pattern-training-tools.

At-Risk Afterschool Meals
The USDA’s Food and Nutrition Service (FNS) is pleased to announce the release of the At-Risk Afterschool Meals Component of the Child and Adult Care Food Program (CACFP) Fact Sheet in Spanish. This document is available at https://www.fns.usda.gov/cacfp/afterschool-programs.

New USDA Guidance – Revised PLE Tool

Sponsors calculating paid lunch prices for SY 2017-18, after June 2, 2017 must use this revised tool. Sponsors that already made calculations for SY 2017-18 using the previously issued SY 2017-18 PLE tool are not required to recalculate.
**Direct Certification – SY 2017-18**
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 after **July 6. 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.

**Third Wednesday Webinar – July 19**
Join us on July 19 at 2:00 pm to learn tips to reduce plate waste. Join the webinar at [https://ksde.zoom.us/j/134705959](https://ksde.zoom.us/j/134705959). Audio for the webinar can be heard either through your computer speakers (if your computer has a microphone) or by calling 1-866-620-7326 and entering the conference code 7852962276# when prompted.

**Meal Modification Webinar – Form 19B Updated!**
Join us on August 8 at 10:00 am or August 29 at 2:00 pm to learn more about the new guidance to accommodate children with disabilities and the revision of Form 19B Medical Statement to Request School Meal Modification. Join the webinar at [https://ksde.zoom.us/j/279495772](https://ksde.zoom.us/j/279495772). Audio for the webinar can be heard either through your computer speakers (if your computer has a microphone) or by calling 1-866-620-7326 and entering the conference code 7852962276# when prompted.

**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 including the Food Service Director 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.

**Leadership Forum and SNAKS Fall Conference – Save the Date!**
The annual Leadership Forum for School Food Service Directors will be held October 6 in Topeka. Save the date and plan to stay for the SNA-KS Fall Conference October 6-8.

**Professional Development Opportunities**
A wide range of high quality professional development opportunities are available for Child Nutrition Program personnel. These include KSDE’s Child Nutrition Management Academy, Administrative Update, Menu Planning classes, and Food Safety Basics classes. For a detailed list of professional development classes that can be requested, go to [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training, Kansas Professional Development Training System.

**Administrative Update 2017-18**
SY2017-18 Administrative Update will be offered during CNMA and at additional regional locations throughout the summer. Topics will include new policy guidance for SY 2017-18 including Procurement and Buy American, Meal Modifications, Comprehensive Resource Management, Sodium Target Flexibility, Unpaid Meal Charge Policy, Professional Standards, Annual Civil Rights Training, Confidentiality, and Determining Eligibility. In-depth Verification training will be offered in September. Registration information is available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training. **Remember the authorized representative or designee is required to attend administrative training annually!**

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 at various locations. Registration information is available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training for these free classes.

Jump Start for Managers
Professional development can help new and aspiring managers successfully supervise a school’s child nutrition program. Jump Start for Managers is designed to give a quick overview of program responsibilities, as well as, provide tips, guidance and networking opportunities. The two-day Jump Start for Managers will be held in three locations in Kansas in Summer 2017. Registration information is available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training.

Child Nutrition Management Academy and Staff Professional Development Classes
Child Nutrition Management Academy (CNMA) and Staff Professional Development Classes are available at 3 locations in July. CNMA is a professional development program sponsored and coordinated by Child Nutrition & Wellness, KSDE. CNMA classes are designed for directors, managers, and other leaders in the organization and are flexibly structured so that participants may choose to attend one, some, or all three days of classes offered at each location. CNMA will offer training in the updated CACFP Meal Pattern, as well as, offer a track of professional development classes for all child nutrition program staff to participate in training at the same time.

CNMA will be held at three locations in July (Chanute, Abilene, and Liberal), Meal Modifications, Culinary Champions lab classes, Leading the Team, and Professional Communication are a few of the management level classes available in 2017. For a calendar of the classes, class descriptions, registration form, and costs, refer to the CNMA Mailer at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training.

Online Professional Development Classes and Tutorials

Food Safety Training
The schedule for Summer Food Safety Basics classes is posted at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training. Remember to update your Food Safety Training Record in KN-CLAIM after your employees take a food safety class.

Body Venture
Body Venture is KSDE’s traveling health education exhibit for students in grades K-5. Each year this exciting exhibit visits approximately 100 schools and helps students learn why it is so important to “Eat Smart. Play Hard.” Requests to schedule Body Venture for the 2017-2018 school year are still being accepted for these dates in the specified areas:
- August 29, 31 – Shawnee County
- September 8 – Johnson County
- November 28 – Butler or Sedgwick County
- February 15 – Butler or Sedgwick County
- March 6 – Coffey, Osage or Lyon County
- March 29 – Shawnee County
- April 19 – Grant, Haskell, Kearny or Johnson County

The Request to Schedule form is available at [www.bodyventure.org](http://www.bodyventure.org), Schedules. Contact Meg Boggs at mboggs@ksde.org or 785-296-2276 with scheduling questions.
Summer Nutrition Success – 170 Sponsors, 667 Sites!
Kansas is pleased to show an increase in sponsors and sites for summer 2017. There are now only 15 counties in Kansas without a SFSP meal service site. A listing of all Kansas SFSP sites, including addresses and meal times is available at www.kn-eat.org, Summer Food Service Program, Locate a Site Near You OR http://www.fns.usda.gov/summerfoodrocks.

Lunch Across Kansas – Keeping the SFSP Momentum Going!
Keeping the community engaged and coming back to sites week after week is essential to summer success. Having “Spike Events”, similar to kick-off events, to re-engage the community and remind families of the importance and availability of summer meals can ensure that you reach all the children in your community in need of healthy meals! July 2017 has been designated Lunch Across Kansas. That’s right – a whole month devoted to promoting the Summer Food Service Program! Make sure that your program participates in Lunch Across Kansas (LAK). This summer a goal of providing meals and snacks to 500,000 Kansas kids during the month of July has been set! Historically, site attendance drops off after July 4. Take advantage of community events surrounding Independence Day and make a plug for summer meals at parades and neighborhood BBQs!

National Summer Learning Day is July 13 and provides an ideal opportunity to partner with libraries, schools, and community organizations to incorporate fun learning opportunities into the Summer Food Service Program.

Sign up to participate in Lunch Across Kansas at http://www.kansaskidstable.org/how-to-participate.html. Participants will be featured on the Kansas Kids Table website and in a weekly Lunch Across Kansas newsletter, highlighting best practices and providing ideas to sponsors across the state. Kansas Appleseed would also love to visit your site to see first-hand what Kansas sponsors are doing to engage kids in the Summer Food Service Program! Contact Christina Ostmeyer for more information or for questions at Kansas Appleseed at costmeyer@kansasappleseed.org. Make plans now to promote your Summer Food Service Program during July for Lunch Across Kansas!

Farm to Summer in Kansas
Agricultural Marketing Service (AMS) provides valuable resources to ensure the quality and availability of wholesome foods to consumers around the country. Are you looking for a local Farmer’s Market? Are you seeking current market prices? What are the market trends? Do you need Food Safety resources? Are you writing bid specifications for any products from beef to vegetables? More information about the USDA AMS Local Food Directory and other AMS services may be found at https://www.ams.usda.gov/services/local-regional/food-directories-listings.

Farm to School Partnerships with SNA
Join the National Farm to School Network (NFSN) to learn about partnering with your School Nutrition Association to expand your farm to school efforts. Taking place July 6, 2017, this webinar is part of NFSN’s new monthly webinar series, Trending Topics in Farm to School, which will be held the first Thursday of every month from 2:00-3:00 pm ET. These webinars are open to anyone interested in learning about emerging issues and innovation in the farm to school movement. Click here to register.

Hot Topics – Cool Connections
School Nutrition Professionals across Kansas are taking part in professional development classes and opportunities this summer in record numbers! We look forward to seeing you at KSDE training events, Summer Food Service Program Sites or the School Nutrition Association’s Annual Nutrition Conference (ANC) in Atlanta! KSDE staff will be presenting in the following sessions at ANC:

- State Agency Preconference – Saturday, July 8 from 8-5
- Creating a Culture of Food Safety – Tuesday, July 11 at 8:45 am
- Login and Learn – Taking Advantage of Online Professional Development Tools – Sunday, July 9 at 9:15 am
- Innovative Training Efforts in Professional Standards – Tuesday, July 11 at 8:45 am
Sincere appreciation to all Kansas Child Nutrition Professionals who go above and beyond to learn about Hot Topics and collaborate often to maintain Cool Connections!

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

Cheryl, Kelly and Mark