October 31 – Reminder
Update all counts of students approved for reduced price and free meals on the Pre-Verificati
on Worksheet in KN-CLAIM. Do NOT update number of applications! If error prone applicat
ion numbers show as NA, please call your area child nutrition consultant or the Topeka office.

Verification
Verification is confirmation of eligibility for reduced price and free meals under the National School Lunch Program and School Breakfast Program. The following sponsors do not complete verification:
• Sponsors participating in ONLY the Special Milk Program
• Residential Child Care Institutions that do not also operate a day school
• Sponsors that are participating district-wide in the Community Eligibility Provision.

All other sponsors must select and verify eligibility for a sample of applications approved for benefits. One person should coordinate all verification activities for the sponsor. Important deadlines for the verification process are:
• November 15 – Complete all verification activities. This deadline is the same whether it falls on a weekday or weekend.
• December 15 – Complete reporting of Post-Verification Results in KN-CLAIM.

USDA requires KSDE to annually report verification data for each sponsor. The USDA report is completed using the data you provide on the Pre-Verification Worksheet and the Post-Verification Results screens in KN-CLAIM. Please make sure that the information entered is accurate, complete and submitted on time.

To navigate to the Verification screens in KN-CLAIM, select School Nutrition Programs, Program Year 2018 and then click on the “Forms” tab on the Sponsor Summary page. For step-by-step instructions, the Verification Quick Reference Guide has been updated with new information to assist you in completing the Verification Worksheets correctly. Please download the guide at www.kn
eat.org, School Nutrition Programs, Guidance, KN-CLAIM Quick Reference Guides, Verification.

For instructions on the verification process and all related forms (including KSDE’s Spanish translations), go to www.kn-eat.org, School Nutrition Programs, Food Service Facts, Chapter 8-Verification of Eligibility.

Third Wednesday Webinar – November
Join us for a webinar on November 15 at 2:00 pm to learn about Nutrition Education in the Cafeteria. Join the webinar at 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.

Food Service Management Company Training
An important training session for sponsors considering contracting with a Food Service Management Company for SY 2018-19 will be held on January 10 from 10:00 am-12:00 pm in Topeka at the Landon State Office Building in Room 254. Please RSVP to Kelly Chanay at kchanay@ksde.org.
New USDA Policy Memo

Updated Infant and Preschool Meal Patterns in the National School Lunch Program and the School Breakfast Program: Questions and Answers (SP 01-2018)

This policy memo provides guidance on the updated School Meal Programs’ infant and preschool meal patterns and a helpful question and answer section.

Q. If a school offers half-day preschool, can juice be served at morning and afternoon meals?
A. Schools that offer half-day preschool where distinct and entirely different groups of children are enrolled for either a morning or afternoon session have a choice. Schools with half-day preschool may choose to handle the half-day sessions as two completely separate programs that are each subject to the all-day preschool meal patterns (e.g., juice is served once per day, at least one grain is whole grain-rich). In this scenario, juice may be served at a morning session meal and an afternoon session meal. Additionally, at least one of the grains must be whole grain-rich in the meals served during the morning session and the afternoon sessions.

Schools with half-day preschool may also choose to apply the all-day preschool meal pattern requirements across both half-day sessions. In this scenario, juice may only be served at a meal during the morning session or the afternoon session, and only one grain across all the meals served in the morning and afternoon sessions, collectively, must be whole grain-rich.

Q. Schools that serve meals to preschoolers and K-5 students in the same service area at the time (co-mingled) may choose to follow the grade-appropriate meal patterns or the K-5 meal patterns for both grade groups. What is considered the “same service area”?
A. In general, “service area” refers to the place where students pick up or choose their meal items. In determining whether the service area qualifies as being the same for co-mingling purposes, schools should consider how difficult it would be to provide each age group the proper foods and portion sizes according to the grade-appropriate meal patterns. Factors such as being able to distinguish preschoolers from older children and switching out line items between groups should be taken into account. If a school determines that their service area cannot be adapted to appropriately serve different meal patterns to different age groups, the co-mingling flexibility may apply. Schools are encouraged to work with their State agency when determining if the co-mingling flexibility applies. For more information about this flexibility, please see memorandum SP 37-2017, Flexibility for Co-Mingled Preschool Meals; Questions and Answers (https://www.fns.usda.gov/school-meals/flexibility-co-mingled-preschool-meals-questions-and-answers).

As a reminder, FNS has granted a transition period for schools implementing the updated infant and preschool meal patterns. The transition period covers schools for the entire SY 2017-2018, focuses on providing technical assistance without risk of fiscal action or serious deficiencies, and can be used to identify strategies to successfully serve the grade-appropriate meals when preschoolers and K-5 students are co-mingled at meal service. FNS encourages schools to provide feedback on successful practices and challenges encountered during the transition period so FNS can evaluate the need for further clarification and guidance.

Updated Preschool Meal Pattern FAQ Resource
The CACFP Meal Pattern Requirements FAQs developed by CNW has been updated to reflect the guidance in the new USDA policy memo. The updated FAQs are at www.kn-eat.org, CACFP, Guidance, Menu Planning & Production Records, Updated CACFP Meal Pattern Requirements FAQs. The updated FAQs are indicated with a **** and are color-coded green.
**Annual On-site Accountability Reviews**

The School Food Service On-Site Accountability Review (Form 9-G) can be accessed online at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Food Service Facts, Chapter 9. **By February 1,** Sponsors must review each site approved to participate in the National School Lunch Program at least once per year and review 50% of all sites approved to participate in the School Breakfast Program once per year. Someone not involved in the daily meal accountability procedures at the site must conduct the On-Site Accountability Review. Keep completed reviews on file with school food service program documents for review or audit. Each on-site review must ensure the school’s claim is based on the counting system, as reported on the site application, and yields the actual number of reimbursable free, reduced price, and paid lunches, respectively, served for each day of operation. If the review discloses problems with a school’s meal counting or claiming procedures, the Sponsor must ensure that the school implements corrective action, and within 45 days of the review conduct a follow-up on-site review to determine that the corrective action resolved the problems.

**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. With school budgets being tighter than ever and some districts choosing to go to 4-day weeks, ensuring that children have access to nutritious meal and snacks when school is not in session is more important than ever in order for students to 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 Mark Thompson at mathompson@ksde.org, Laura Hodgson at lhodgson@ksde.org, or call 785-296-2276.

**Summer Meals Regional Summits – Plan to Attend!**

Five regional summits will be held across the state for SFSP Sponsors, coordinators and community partners. The regional summits will be held on the following dates:

- Tuesday, November 7 in Dodge City
- Wednesday, November 8 in Oakley
- Monday, November 13 in Iola
- Tuesday, November 14 in Salina
- Thursday, November 16 in Bonner Springs

For more information or to register, go to [http://www.kansaskidstable.org/2017-agenda.html](http://www.kansaskidstable.org/2017-agenda.html).

**Be Recognized for Child Nutrition Program School Year 2017-18 Success**

Apply for a Child Nutrition & Wellness KANSANS CAN 2017-18 Best Practice Award. The Kansas State Board of Education has a new vision: Kansas leads the world in the success of each student. This new vision for education calls for a more child focused system that provides support and resources for individual success and will require everyone to work together to make it a reality. The academic achievement and physical well-being of our students in Kansas today will impact the success of our communities, our state and the nation in the future. The good health that results from good nutrition and physical activity, and the learning that is possible as a result, is primary among those tools. The purpose of this program is to encourage and reward outstanding practices in Child Nutrition & Wellness Programs in Kansas that support the Kansans CAN vision. There are many outstanding child nutrition programs in Kansas. We encourage you and your staff to make nominations for outstanding and/or innovative practices for recognition of your efforts.

A nomination entry form is available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What’s New. **Nominations are due to the Child Nutrition & Wellness office on or before June 30, 2018.** Winners will be notified by July 31 and presentations will be made at the August State Board of Education meeting. Please do not hesitate to contact the Child Nutrition & Wellness team at (785) 296-2276 if we can be of assistance with this process. We look forward to receiving your nominations and celebrating the Kansans CAN Best Practice Awards with you at the August 2018 State Board of Education Meeting.
New Interactive Recipe Analysis Workbook (RAW)
The Food Buying Guide for Child Nutrition Programs (FBG) Interactive Web-Based Tool now includes a new component, the Recipe Analysis Workbook (RAW). The RAW helps determine the meal pattern contribution for their recipes! You can now easily search for creditable ingredients, calculate the meal pattern contribution, and print a contribution statement. Features:
- Easily search and navigate food yields,
- Compare food yields, and
- Create and save favorite foods lists.

Personnel Update
Rachel Juenemann has joined the Child Nutrition & Wellness team as a School Nutrition Program Consultant in the northwest region of the state. Rachel is a native of Colby and graduated from Kansas State University with a Bachelor’s Degree in Dietetics. Welcome Rachel!

Kansans CAN!
Together we can play a critical role in helping students develop healthy eating habits and find nutritious foods they enjoy. Kansans CAN!

Cheryl, Kelly & Mark