



Child Nutrition & Wellness

Kansas State Department of Education
Landon State Office Building
900 SW Jackson Street, Suite 251
Topeka, Kansas 66612-1212

(785) 296-2276
(785) 296-0232 - fax

www.ksde.org

October Update

Distributed to School Nutrition Program Authorized Representatives and Food Service Directors via Email October 31, 2018

October 31 – Reminder

Update all counts of students approved for reduced price and free meals on the Pre-Verification Worksheet in KN-CLAIM. Do NOT update number of applications!

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 2019 and then click on the “Forms” tab on the Sponsor Summary page. For step-by-step instructions, **the Verification Quick Reference Guide can 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 related forms go to www.kn-eat.org, School Nutrition Programs, Food Service Facts, Chapter 8-Verification of Eligibility. Spanish forms are available at www.kn-eat.org, School Nutrition Programs, Administration, Foreign Language Translations.

New USDA Policy Memo

SP 01-2019 provides guidance to State agencies on handling instances where the NSLP and SBP preschool and CACFP meal pattern requirements are not being met, now that the transition year for providing technical assistance in lieu of fiscal action has ended. The memorandum strongly encourages State agencies to use the flexibilities available to them under 7 CFR 210.18(l)(2) and 226.14(b) going forward when responding to certain meal pattern violations and outlines training and technical assistance resources for State agencies to use in educating program operators. For Fiscal Year 2019, Sponsors must be making a good faith effort to comply with the updated Pre-K and CACFP meal pattern requirements. However, if violations are observed, technical assistance and/or corrective action may be provided in lieu of fiscal action. If a meal is completely missing one or more of the required food components, immediate fiscal action must be taken.

Smart Snacks FAQs

The Smart Snacks FAQs (found at www.kn-eat.org, School Nutrition Programs, Guidance, Smart Snacks in Schools) have been updated to reflect that 1% flavored milk is an allowable beverage in SNP and therefore can be sold as a competitive food available on campus during the school day.

Question: May espresso and steamed (or boiled) milk beverages, such as lattes and cappuccinos be sold to high school students?

Answer: Yes, as long as the beverage sold is comprised of two allowable beverages such as coffee combined with skim or 1% milk (flavored or unflavored). Coffee drinks may be served over or blended with ice. All final beverage sizes must be no more than 12 ounces.

Question: Must the calories from milk (fat-free or 1%) be included in the nutrient analysis of coffee beverages being sold to students?

Answer: When evaluating coffee beverages, the calories added by any ingredients that are not allowable beverages must be monitored such that the calories from those ingredients do not exceed the Low Calorie Beverage standard of 5 calories per ounce of beverage. Fat-free and 1% milk, flavored and unflavored, are allowable beverages that may be combined with coffee; therefore, the calories from those allowable milk types are not counted when added to coffee beverages.

Professional Standards Training Tracker Tool (PSTTT) 2.0 Enhancements

On October 19, FNS released new enhancements to the Professional Standards Training Tracker Tool (PSTTT) 2.0. The new enhancements include the capability for managers to print a certificate of completion once the employee has met the annual required training hours, automatic bi-annual email notification to users with reminders on days left to complete the required training hours, and training videos, which show step-by-step instructions to utilize the different features of the tool. Directors and managers will also receive separate notification listing their employees who are still due to complete the annual required training hours. Visit <https://pstrainingtracker.fns.usda.gov/> and start tracking your training hours today!

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, 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.

Team Up for School Nutrition Program Success – Innovative Breakfast Delivery

KSDE is excited to be able to work with Share Our Strength to Offer Team Up for School Nutrition Success – Innovative Breakfast Delivery on November 6 in Salina at the Webster Conference Center from 9 am – 3 pm. The free workshop will provide customized technical assistance and sessions highlighting best practices in the areas of Innovative Breakfast Delivery Models and Securing Administrative Buy-In. Team Up participants will develop personalized goals, strategies, and an action plan to assist with the administration of Innovative Breakfast Delivery. 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. Lunch will be provided. Register online at <https://www.surveymonkey.com/r/WMP33QR>.

Upcoming Webinar Opportunity

Innovative Breakfast Webinar: Thursday, November 15 at 2:00 pm,
<https://meet.lync.com/ksde/kchanay/C260MVCF>.

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. **This is a great training opportunity for schools to learn more about the Pre-K meal pattern as well as for schools that also sponsor the CACFP. Sub-grants are available for sponsors who attend, and lunch will be provided each day.**

Sponsors can choose to attend one or multiple days of the conference:

- Tuesday, November 6 from 9 am – 3:30 pm. **Let's Talk About It....Grains to Ounce Equivalents.** Learn about identifying whole grains and how to calculate ounce equivalents, effective October 1, 2019, through hands-on practice and instruction. A **\$125 stipend** will be provided to each Sponsor who attends.
- Wednesday, November 7 from 9 am – 3:30 pm. **Leading the Way – Healthy Habits for a New Generation.** Participate in leadership training to elevate and create healthier child care environments. Attendees will get hands-on experience at learning stations of their choice and hear from their peers in a best practices and problem solving panel. Guest presenters include Former Deputy Under Secretary Katie Wilson and Leadell Ediger with Child Care Aware who will present a State of Childcare in Kansas address. A **\$150 stipend** will be provided to each Sponsor who attends.
- Thursday, November 8 from 9 am – 3 pm. **Team Up for CACFP Success Workshop.** Sponsors will participate in peer-to-peer mentoring to develop specific goals and targeted action plans on the topics of menu planning and CACFP administration. The workshop will also feature panel discussions of creative solutions from current CACFP Sponsors and representatives from allied organizations offering free resources to support CACFP meal programs. A **\$150 stipend** will be provided to each Center or Home Sponsor who attends

Registration: Don't delay and register today at <https://www.surveymonkey.com/r/SM2T365>. Learn and network with your colleagues from around the state.

Online Professional Development Classes and Tutorials

CNW staff continue to develop new interactive online training classes and quick train 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. Quick train 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. For detailed instructions on creating an account and accessing the training, go to www.kn-eat.org, School Nutrition Programs, Training.

2018 Summer Food Service Program (SFSP) Best Practice Awards

The 2018 Summer Food Service Program has drawn to a close and the efforts of Kansas Sponsors of the Summer Food Service Program are appreciated. Kansas State Department of Education (KSDE) would like to recognize the hard work of individuals and organizations working to increase access to meals during the summer. Nominations are being accepted in the following Best Practice Awards Categories: 1) Best Outreach Efforts, 2) Volunteer of the Year, 3) Summer Champion, 4) Best Site Programming, 5) Innovative Approach to Increase Access, and 6) Incorporation of Local Foods. KSDE will also present an award to the Sponsor with the Greatest Increase in Meals Served. All award winners will be invited to present during the 2019 SFSP Best Practice Webinar to kick off the 2019 Summer Food Service Program. A nomination entry form is available at www.kn-eat.org, Summer Food Service Program, What's New. **Nominations are due to Kelly Chanay at kchanay@ksde.org by December 14, 2018.**

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 Kelly Chanay at kchanay@ksde.org, Laura Hodgson at lhodgson@ksde.org, or call 785-296-2276.

Hunger Action Summits – Save the Date!

Nearly 15% of Kansas households lack consistent access to food. To eliminate hunger in our state, Kansans would need an additional \$185,071,000 in their combined household budgets. By helping more Kansas kids participate in school meals and other Child Nutrition Programs, YOUR actions can reduce hunger in Kansas. Make plans to join Kansas Appleseed on **Monday, December 10 in Hays OR Friday, January 25 in Topeka** for an engaging workshop to learn how you can make an impact in your community. More details coming soon. Contact Joey Hentzler (jhentzler@kansasappleseed.org) at Kansas Appleseed with any questions.

Farm to Plate

There is still time to submit a description of your Farm to Plate month event for a chance to win a Salad Spinner! Include information about the local menu(s)/ snack(s) offered and/or the gardening or field trip activity. Include sources used, outreach and planning team involved, pictures and any media coverage received. Submit the event story to Barb Depew, Farm to Plate Director, bdepew@ksde.org by November 9, 2018. The winner of the Salad Spinner will be announced in the November Monthly Update.

Farm to Plate Resources Available through Team Nutrition

Do your students know where their food comes from? Nutrition Education is very important. The Team Nutrition Resource Catalog has a full listing of materials – school kits, posters, stickers, games and more. If you are not a Team Nutrition member; it is easy to join at <https://www.fns.usda.gov/tn/team-nutrition-form>.

FY 2019 Farm to School Grants Now Available!

USDA has opened applications for the FY 2019 Farm to School Grant. This year, USDA will award \$7.5 million in funding to increase the availability of local foods in school meals programs. For information to apply, go to the [Grant Applicant Resource page](#). There you will find links to the Request for Applications (RFA), the FAQ document and many more helpful resources to prepare your grant application. Applications are due December 4.

Be Recognized for Child Nutrition Program School Year 2018-19 Success

Apply for a Child Nutrition & Wellness Kansans CAN 2018-19 Best Practice Award. The Kansas State Board of Education's vision is: Kansas leads the world in the success of each student. This 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, School Nutrition Programs, What's New.

Nominations are due to the Child Nutrition & Wellness office on or before June 30, 2019.

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 2019 State Board of Education Meeting.

Sunflower Spotlight

In honor and celebration of National School Lunch Week (NSLW), Jolyn Mortenson, Food Service Director at **De Soto USD 232**, designed a week of menus focusing on specific colors each day at all elementary schools. It was publicized and referenced to as "Eat Your Colors!" week with intentions of encouraging students to eat a variety of different fruits and vegetables. The 4-day school week menus fit into the following color schemes:

- Tuesday – "Red" day celebrated with Mozzarella Cheese Sticks with Marinara, Cherry Tomatoes, Red Apple slices, sliced Strawberries and roasted Red Potatoes.
- Wednesday – "Yellow" day comprised of Macaroni & Cheese, Pretzel Bites, Corn, Cucumber slices and a Banana.
- Thursday – "Orange" day provided Popcorn Chicken, Biscuit, Sweet Potato Fries, Baby Carrots, Orange wedges and sliced Peaches.
- Friday – "Rainbow" day consisted of a slice of Chicken Quesadilla Pizza, Baked Beans, Mixed Vegetables, Mixed Fresh Fruit, Baby Carrots and a WGR Cookie with rainbow sprinkles!

"Eat Your Colors" week was well received by staff as well as students, and many of the students participated with staff by wearing shirts the color of the day. The menus were fun, purposeful and continued to meet all meal pattern requirements. This was truly an exceptional way to incorporate NSLW while highlighting the nutritious options available to the students on a daily basis. Pictures of these fun, healthy trays can be found on the district's Twitter page @USD232Food.

Personnel Update

Karen Seymour has joined the Child Nutrition & Wellness team as a Team Nutrition Project Director and Training Specialist. Karen graduated from Kansas State University with a Bachelor's Degree in Dietetics. Welcome Karen!

Linnie Rieger has changed job responsibilities on the CNW team. She is now a Team Nutrition Project Director and Training Specialist. Linnie earned a Master's Degree in Dietetics from Kansas University.

Kansas S.T.A.R.S!

Sixty Kansas Food Service Managers participated in the S.T.A.R. pilot program at the Institute of Child Nutrition (ICN) in October. Kansas was selected to pilot ICN's new and exciting training and peer-mentoring program designed specifically for managers/site-level supervisors! Go to www.theicn.org and watch the banner scroll through! Click on the banner to see a photo gallery of the Kansas STARS! Also, find information about the *School Nutrition S.T.A.R.* webinar series that features school districts who have implemented creative strategies and best practices for common school nutrition topics as well as allied organizations who develop and offer free resources to support school nutrition programs.

As always, if you have questions or concerns, please call or email your area Child Nutrition Consultant or any of the Topeka office staff. It is a TREAT to work with each of you to administer Child Nutrition Programs in Kansas!