

Monthly Update



School Nutrition Programs

May 2, 2024

Distributed to the School Nutrition Program Authorized Representatives Listserv, the Food Service Directors Listserv and posted at <https://cnw.ksde.org>, SNP Monthly Updates.

Town Hall at 2 on May 9

Agenda items for the May Town Hall include School Nutrition Program (SNP) renewal training, Unpaid Meal Charges training and administrative updates. Join the meeting on May 9 at 2:00 pm at this link: <https://ksde.zoom.us/j/87204779621?pwd=NEhrcHloRjBobGtOZTJEWfJtR0tUQT09>
Meeting ID: 872 0477 9621. Passcode: 746337

Town Hall at 2

There will not be regularly scheduled Town Hall meetings in June or July unless new guidance is received from USDA that would result in a need to convene! Town Hall meetings will resume in August.

USDA Updates

Final Rule – Child Nutrition Programs: Meal Patterns Consistent With the 2020-2025 Dietary Guidelines for Americans

USDA's Food and Nutrition Service (FNS) published the final rule titled, *Child Nutrition Programs: Meal Patterns Consistent With the 2020-2025 Dietary Guidelines for Americans*, which is the next step in continuing the science-based improvement of school meals and other USDA child nutrition programs (CNP), as well as advancing USDA's commitment to nutrition security. The changes are based on a comprehensive review of the *Dietary Guidelines for Americans, 2020-2025*, robust stakeholder input on the CNP meal patterns, and lessons learned from prior rulemakings.

While this rulemaking is effective July 1, 2024, **USDA is gradually phasing in required changes over time. Program operators are not required to make any changes to their menus as a result of this rulemaking until school year 2025-26 at the earliest.** FNS has also developed a final rule landing page that includes resources to support implementation of the updated standards including infographics, comparison charts highlighting changes to program requirements, implementation timelines, frequently asked questions, and more. These resources were designed to support State agency partners and Program operators as updates are phased in over the next several years: <https://www.fns.usda.gov/cn/school-nutrition-standards-updates>.

FNS will offer webinars for key audiences, including, school food authorities, and the public that will introduce the provisions in the final rule. On May 9, at 2:00 PM EST, FNS will host a webinar for School Food Authorities on the final rule, *Child Nutrition Programs: Meal Patterns Consistent With the 2020-2025 Dietary Guidelines for Americans*. The webinar registration link can be found at: https://www.zoomgov.com/webinar/register/WN_ojQkESVkJTynil5enHGSGg#/registration
FNS will share a webinar recording in the future for those that could not attend. The webinar recording will be shared on the final rule page at: <https://www.fns.usda.gov/cn/school-nutrition-standards-updates>



Comment Period Extended for the Interim Final Rule- Establishing the Summer EBT Program and Rural Non-Congregate Option in the Summer Meal Programs

The USDA Food and Nutrition Service is extending the public comment period on the interim final rule, “Establishing the Summer EBT Program and Rural Non-Congregate Option in the Summer Meal Programs,” which published in the Federal Register on December 29, 2023. This action extends the public comment period from April 29, 2024, to August 27, 2024, to give the public additional time to prepare and submit comments.

The comment period of the interim final rule published April 19, 2024, at 89 FR 28572, is extended through August. To be assured of consideration, written comments on this interim final rule must be received on or before August 27, 2024. The Food and Nutrition Service invites interested persons to submit comments on this interim final rule. Comments may be submitted by any of the following methods: Federal eRulemaking Portal: Go to <https://www.regulations.gov>. Follow the online instructions for submitting comments. Mail: Send comments to Community Meals Policy Division, USDA Food and Nutrition Service, 1320 Braddock Place, Alexandria, VA 22314. All comments submitted in response to this proposed rule will be included in the record and will be made available to the public. Please be advised that the substance of the comments and the identity of the individuals or entities submitting the comments will be subject to public disclosure. The Food and Nutrition Service will make the comments publicly available on the internet via <https://www.regulations.gov>.

Supply Chain Assistance Funds – Round 4 Reallocation

Sponsors electing to receive the fourth round of SCA funds automatically received a reallocation payment on April 26 via direct deposit.

Paid Lunch Equity (PLE) Tool and Guidance for SY 2024-25

The PLE tool is integrated into KN-CLAIM with information pulling from prior years to assist completion of the tool. Complete the PLE information under the Applications Tab directly under the Sponsor Application. Once the Sponsor Application is saved the first time, a “+” will appear and you can click on that to complete the PLE information using the Sponsor Site Application Quick Reference as a guide. Note: All Kansas Sponsors are required to maintain a positive balance in the Food Service Fund, so there is an option to be exempt from the PLE requirements for SY2024-25 by selecting “Exemption Granted”. A 10-minute PLE Tool tutorial is available on the KSDE Training Portal at <https://learning.ksde.org>, Child Nutrition & Wellness, Tutorials, SNP Tutorials.

Excess Cash Balance – Food Service Fund

To maintain the nonprofit status of the Food Service Fund, the fund balance or net cash resources of the fund should not exceed three (3) months' average expenditures. If the balance exceeds this threshold, the sponsor must take steps to reduce the balance or have an acceptable plan for using surplus revenues. The plan must be reviewed and approved by KSDE. Only allowable expenses to the Food Service Fund are approvable. **Due to the uncertainty of costs and participation in school meal programs for SY 2024-25, Sponsors that have excess cash balances will be allowed to indicate that higher food and labor costs paired with lower reimbursement rates and uncertain participation may impact the food service fund and can be used as acceptable reasoning on a spend down plan.**

Reimbursement Rates

You will be advised by email when reimbursement rates for July 1, 2024 through June 30, 2025 are posted on our website. Rates are normally not available from USDA until mid-July.



Community Eligibility Provision (CEP) – Deadline to Apply is June 30

Sponsors or a school or group of schools within the sponsor electing the **Community Eligibility Provision** for SY 2024-25 must complete the Community Eligibility Provision Application in KN-CLAIM by **June 30, 2024**. For questions about CEP contact your area Child Nutrition Consultant or the Topeka office.

Adult Meal Price

The price charged for adult meals must be sufficient to cover the overall cost of the meal, including the value of cash-in-lieu of commodities. If cost data is not available, the sponsor should set the adult meal charge at least equal to the highest paid student price plus paid reimbursement. In non-pricing programs (District-wide Community Eligibility Provision (CEP) and RCCIs) the adult charge must be at least equal to the free reimbursement rate.

Financial Management Reminders

- The April claim deadline is June 29.
- Make transfers to the Food Service Fund for free adult meals and indirect costs before the end of the state fiscal year, June 30.
- Attendance Factor for SY 2024-2025 is .92.
- Enter the End-Of-Year Balance of Uncollected Charges on the Annual Financial Report

SNP Administrative Update

Sponsors should make plans to attend SNP Administrative Update training. At least one representative from each Sponsor must participate in the SNP Administrative Update. Live training options via Zoom include:

- SNP Administrative Update – June 4, 8:30 am-12:30 pm
<https://ksde.zoom.us/j/82087580983?pwd=Qld2YWVmZVlnNc09aOGpDM29WNkJsUT09>
(Passcode 775449)
- SNP Administrative Update/CACFP Administrative Workshop – July 9, 8:30 am-12:30 pm
<https://ksde.zoom.us/j/89730050845?pwd=SIBlWWQ0akhUeUc0N0tBUTNOOHMxZz09>
(Passcode 259874)

Sponsors unable to attend a live virtual session will have the opportunity to take the training on the KSDE Training Portal at a later date.

Sponsors Serving Summer Meals through Seamless Summer Option (SSO) in July and/or August

Sponsors that are serving summer meals through the Seamless Summer Option in July and/or August must complete and be approved for SY 24-25 operations PRIOR to July 1. While completing program renewal, Sponsors operating SSO in July and/or August must indicate “Seamless Summer Option Only” within the Summer Meals section of each site application that SSO summer meals will be served. Select and enter the Site Qualification information that reflects how the site qualifies to serve summer meals. Indicate the days in which meals will be served for July and/or August in the Operating Schedule table. Designate the days of operation and complete the meal service table specific for summer meal distribution. For rural sites, indicate if meals will be served non-congregate, congregate, or both.

Summer Food Service Program Outreach

All SNP Sponsors are required to conduct outreach for the Summer Food Service Program (SFSP). If the Sponsor does not have SFSP sites, consider posting a link to the site locator tool on the school website or providing the link on a flyer to send home with students. This would allow families to find a location to receive free meals at sites across Kansas. The site locator tool is available at <https://cnw.ksde.org>, SFSP, Locate a Site Near You.



Professional Development Update

Professional development is offered through the KSDE Training Portal and through live virtual events via Zoom. A full listing of live virtual events and links can be found on the CNW Calendar at <https://cnw.ksde.org>, Training, CNW Calendar. No pre-registration is required for the live virtual classes through Zoom. Upcoming trainings include: Food Safety Basics on May 15 from 2-5 pm.

Procurement Training

Per the Child Nutrition Program Integrity Final Rule, school nutrition program directors, management, and/or staff who work on procurement activities must complete procurement training annually. Live Procurement Training options via Zoom include:

- May 21 from 2-3 pm
<https://ksde.zoom.us/j/89452034091?pwd=aGtoVSs1Y1JQb2lLeEtpVis0VWk3UT09>
Passcode: 158907
- July 30 from 2-3 pm
<https://ksde.zoom.us/j/86257503993?pwd=dFRmRFJvQmRVaXF5QWZmS1MvTGhadz09>
Passcode: 192661

Sponsors unable to attend a live virtual session will have the opportunity to take the training on the KSDE Training Portal at a later date. Procurement training must be completed by August 23, 2024 and annually thereafter.

Menu Planning for School Meals Training

KSDE Child Nutrition & Wellness will be hosting in-person "Menu Planning for School Meals" training sessions this summer. This six-hour training is intended for individuals responsible for menu planning and will cover the basics of menu planning and production records then break down how to calculate components. Attendees will be able to practice calculating components through multiple activities with guidance from instructors. The training will be held in the locations listed below from 8:30 am to 3:30 pm.

- Oakley – Wednesday, June 5
- Manhattan – Wednesday, June 5
- Chanute – Tuesday, June 11
- Garden City – Wednesday, June 12
- Goddard – Tuesday, July 23
- Shawnee Mission – Monday, July 29

To register, please email Katy at khatch@ksde.org with the location you plan to attend. Please contact Holly at hsteinlage@ksde.org with questions.

Nutrition Standards and Calculating Components Classes – Save the Date!

- Nutrition Standards for School Meals – June 18 from 8:30 am – 3:30 pm
<https://ksde.zoom.us/j/89534713536?pwd=Z1U5LzViNVg0ekZuWVI5bzFpdHVOZz09>
Passcode 074490
- Calculating Components – June 25 from 8:00 am–3:00 pm
<https://ksde.zoom.us/j/86787888848?pwd=c3lBZEhOQIRZQ0xjR0RGVDJPZ3MwUT09>
Passcode 461593

In-Person Technical Assistance

KSDE Child Nutrition Consultants will be offering in-person technical assistance sessions throughout the state in July. Contact your area Child Nutrition Consultant for information.



Jump Start Your Success in School Nutrition Programs – July 31

Plan to join CNW for the Jump Start fall kick-off event on Wednesday, July 31 from 9:00 am to 3:00 pm in Hays. Jump Start is a free, multi-week program that offers a blend of in-person, live virtual, and on-demand trainings for new and aspiring school food service directors and managers. This training opportunity is for those with less than three years of experience. Those with three years of experience or more may participate as a mentor.

Jump Start has been developed to incorporate personalized training and leadership development through mentoring opportunities. The program encourages open-group discussion so participants can be actively involved in learning best practices from the field. Participants who complete the Jump Start program will develop the skills and knowledge needed for the successful operation of school nutrition programs.

For more information about Jump Start as a participant or mentor or to register, contact Holly Steinlage at hsteinlage@ksde.org.

Culinary Coaches - NEW Training Program!

Do you have a passion for creating healthy meals for children? Do you want to share that passion with other Kansas sponsors? KSDE Child Nutrition & Wellness is launching a Culinary Coaches Program and is looking for individuals like YOU to serve as culinary coaches. To kick-off the program, culinary coaches will attend a train-the-trainer session with a chef at the K-State Olathe campus on July 9-11, 2024. Using the skills learned in the train-the-trainer session, coaches would conduct in-person, hands-on training (as requested and based on availability) at other Kansas sponsor sites throughout the year. If interested in serving as a culinary coach, please contact Holly at hsteinlage@ksde.org for an application.

Online Professional Development Classes and Tutorials

Over 30 classes and tutorials, including the 3-hour Food Safety Basics class, can be accessed free of charge 24/7 via the KSDE Training Portal. Create an account at <https://learning.ksde.org>. For detailed instructions on creating an account, go to <https://cnw.ksde.org>, Training. **New to the portal:** Managing Food Allergies (1 hour) and Control that Portion (1 hour).

Reminder: Professional Development Tracking in KN-CLAIM

Completed professional development trainings can be tracked in KN-CLAIM on the Training Tab. Tracking Food Safety Training on this tool is required. Tracking other training taken to meet professional standards requirements is optional. The Training Quick Reference is available in KN-CLAIM to provide specific instructions on how to enter information and use this tool. For additional guidance, a 20-minute Training Tab Tutorial is available on the KSDE Training Portal at <https://learning.ksde.org>, Child Nutrition & Wellness, Tutorials, SNP Tutorials.

New Body Venture Exhibit – Apply now for SY2024-2025

Body Venture is KSDE's traveling health education exhibit for students in grades K-5. This exciting exhibit has been updated and can visit approximately 100 schools next school year. The Body Venture experience helps students learn why it is so important to "Eat Smart. Play Hard". Requests to schedule Body Venture for the 2024-2025 school year are now being accepted. The Request to Schedule form is available at <https://cnw.ksde.org>, SNP, SNP What's New.



Fresh Fruit & Vegetable Program

The application to participate in the Fresh Fruit & Vegetable Program (FFVP) for school year 2024-25 is available at <https://cnw.ksde.org>, SNP, SNP What's New. The FFVP provides all children in participating elementary schools with a variety of free fresh fruits and vegetables throughout the school year. It is an effective and creative way of introducing fresh fruits and vegetables as healthy snack options. Participation in the FFVP is limited to elementary schools, with priority given to schools with the highest percentage of students eligible for reduced price or free school meals.

To apply for the FFVP, complete the application and return it to KSDE no later than May 31, 2024. Schools selected to participate will be notified in July 2024. Participating schools will be reimbursed for their documented expenses monthly. If you have any questions, please contact Arleen Anderson at 785-296-2276 or aanderson@ksde.org.

Turnip the Beet 2024 Nomination Packet

The United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) is pleased to share the availability of the Turnip the Beet 2024 Nomination Packet: [Turnip the Beet: High Quality Meals in the Summer Meal Programs 2024 Nomination Form \(azureedge.us\)](https://azureedge.us). The Turnip the Beet Award recognizes outstanding summer meal program sponsors across the nation who work hard to offer high quality meals to children that are appetizing, appealing, and nutritious during the summer months. Please consider applying for a Turnip the Beet award. More information can be found on the Turnip the Beet webpage [Turnip the Beet! High Quality Summer Meals Award Program | Food and Nutrition Service \(usda.gov\)](https://www.usda.gov/turnip-the-beet) or by contacting Karen Seymour at 785-296-2276 or kseymour@ksde.org.

Child Nutrition & Wellness KANSANS CAN 2023-24 Best Practice Awards

We encourage you and your staff to make nominations for outstanding and/or innovative practices for recognition of your heroic efforts this past program year. A simple one-page nomination entry form is available at <https://cnw.ksde.org>, SNP, SNP What's New. **Nominations are due to the Child Nutrition & Wellness office on or before June 30, 2024.** Awardees 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 any Child Nutrition & Wellness team member if we can be of assistance with the application process. We look forward to receiving your nominations and celebrating the Kansans CAN Best Practice Awards with you at the August 2024 State Board of Education Meeting.

Happy School Lunch Hero Day on May 3! Each and every one of you are heroes of epic proportions! Thank you for all that you do to ensure that Kansas students have access to delicious and nourishing meals every day of the school year!

The CNW Team



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