

Monthly Update

Child & Adult Care Food Program



September 29, 2020

Distributed to CACFP Authorized Representatives and Home Sponsors via Listserv

As posted to www.kn-eat.org, Child and Adult Care Food Program, Updates from CNW

2021 Certification

Thank you to those Sponsors who have submitted their 2021 packets for certification in KN-CLAIM. Consultants are currently working through certification documents to approve Sponsors for the 2021 program year in the order they were received. If certification information has not been submitted, sponsors can find information for certification at www.kn-eat.org, CACFP, Program Certification. To participate in CACFP for the 2021 Program Year, beginning October 2020, 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 2021 program year until Program Certification is complete.

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. A tutorial, entitled Income Eligibility Categories Summary (Form 12-C) is available at <https://learning.ksde.org> to assist sponsors in completing and uploading their IEC list. An Excel version of Form 12-C is available at www.kn-eat.org, Administrative Handbook, Claiming Reimbursement.

Plan to join KSDE on October 21 from 1:30–3:00 pm for a Determining Eligibility for CACFP training via zoom using the following link: <https://ksde.zoom.us/j/95254214277?pwd=Qm5Ea3d4R1VqQ1F4QTJCRGNzVGo5Zz09>

Civil Rights Nondiscrimination Statement Updated

The USDA Civil Rights Division has updated the link to the Civil Rights Complaint Form within the Nondiscrimination Statement (NDS). Please update the NDS posted on your website and within all electronic documents where the NDS is used or referenced. The updated NDS in both English and Spanish is posted at www.kn-eat.org, USDA Nondiscrimination Statement. Electronic documents and websites must be updated as quickly as possible. However, for printed materials, Sponsors can first use their current supply of printed materials, and when getting new documents printed be sure to include the new NDS.

CACFP Monitoring Requirements

Sponsors that have more than one CACFP site must monitor each of its sites.

Pre-Approval Visits. Sponsors must conduct pre-approval visits to each proposed new site to discuss Program benefits and requirements and ensure the site is capable of providing the proposed meal service. Pre-Approval visits are not required at sites that have previously operated as a SFSP site. School Nutrition Program Sponsors are also not required to conduct pre-approval



visits at schools that have or are currently participating in the National School Lunch Program. A pre-approval visit is also not required for Sponsors with only one site.

Sponsors of multiple CACFP sites must adhere to the following review schedule for each of its sites:

- Review each site three times per year
- At least two of the reviews must be unannounced
- At least one unannounced review must include observation of a meal service
- At least one review must be conducted during each **new** site's first four weeks of operation
- No more than 6 months may elapse between reviews

KSDE has a template [Center Site Review Form](#) found in the Administrative Handbook, Chapter 11 that can be used to conduct monitor reviews. Sponsors that operate both SFSP and CACFP At-Risk Meals are not required to monitor their sites following the SFSP requirements during the summer and then monitor those same sites again following the CACFP requirements during the school year. Instead, such sponsors may follow the CACFP monitoring schedule year-round. If sponsors choose to follow the CACFP monitoring schedule year-round, one of the three annual reviews must occur during the summer, review for SFSP requirements, include the review of a meal service, and be unannounced; two reviews must occur during the school year, review for CACFP requirements, at least one must include the review of a meal service, and at least one must be unannounced. Sponsors with only one site are not required to conduct monitoring as described above.

Current CACFP Monitoring Waivers. FNS waived for all CACFP Sponsoring Organizations that CACFP monitoring requirements included at 226.16(d)(4)(iii) be conducted onsite.

Virtual Afterschool Enrichment

To help meet the enrichment activity requirement while providing non-congregate meals No Kid Hungry has compiled ideas and links for [six weeks of virtual activities](#) that kids can complete at home. These activities would meet the afterschool enrichment activity requirement while provide non-congregate meals.

Training

Online Feeding Infants in the CACFP Training – Now Available!

Sponsors and providers can now access the online 3 hour Feeding Infants in the CACFP Training through the KSDE Training Portal. This online training provides an overview of the CACFP infant meal pattern requirements and how the infant meal pattern supports the growth and development of babies during their first year. The course also communicates best practices for feeding infants with a focus on topics such as developmental readiness, hunger and fullness cues, handling and storing breastmilk and infant formula, solid foods, and much more! Access the training at <https://learning.ksde.org/>, Child Nutrition & Wellness, Child & Adult Care Food Program.

Online Grains 101 Training – Now Available!

Sponsors and providers can now access the online 3-hour Grains 101 Training through the KSDE Training Portal. This online training provides an overview of the grains requirements in the CACFP Meal Pattern. Topics include: recognizing the meal pattern related to grains, identifying creditable and whole grain-rich products, and calculating ounce equivalent grains. Access the training at <https://learning.ksde.org/>, Child Nutrition & Wellness, Child & Adult Care Food Program.



Jump Start for Centers – October 7

Jump Start for Centers is required for all new Authorized Representatives of centers and recommended for new support staff who provide assistance to the Authorized Representative. This full-day training will cover requirements of the CACFP including administrative duties and meal pattern requirements. A live ZOOM webinar will be held on October 7. Join at: <https://ksde.zoom.us/j/92116244090?pwd=MEJzaWYwaXVSU003Skw1TGhYN3BWZz09>. Training will start at 9:00 am with the Business of CACFP. There will be a 1-hour lunch break from 12:00–1:00 pm. Meal Planning for CACFP will be conducted from 1:00–4:00 pm.

Professional Development Opportunities

Virtual professional development will continue this fall. The CNW Calendar has the class announcements, dates, times, and ZOOM links here: www.kn-eat.org, CNW Calendar. There is no need to preregister for the Zoom classes. Note: KSDE classes can count toward KDHE licensure hours. October classes through Zoom include:

- **Personnel Management II** on October 1, 8:30 am – 3:30 pm, <https://ksde.zoom.us/j/93307874222?pwd=dnVTSVdjTG0wOHh6bFBleTI0YXA5Zz09>
- **Kitchen Math Made Easy** on October 6, 1:30 pm – 3:30 pm, <https://ksdezoom.us/j/99236195826?pwd=alpvNnhHblUvbjRldWo1VEhOTTRpZz09>
- **CACFP Jump Start for Centers** on October 7, 9:00 am – 4:00 pm, <https://ksde.zoom.us/j/92116244090?pwd=MEJzaWYwaXVSU003Skw1TGhYN3BWZz09>
- **Recipes 101** on October 15, 8:30 am -3:30 pm, <https://ksde.zoom.us/j/96376499585?pwd=TnRCczQzeFF1WVUzenl0a0hudWxtQT09>
- **Food Safety Basics** on October 19, 2:00 pm – 5:00 pm, <https://ksde.zoom.us/j/95902349659?pwd=VnlaZi9PNmpiSEpCYkloaGRHWnk0Zz09>
- **Determining Eligibility for CACFP** on October 21, <https://ksde.zoom.us/j/95254214277?pwd=Qm5Ea3d4R1VqQ1F4QTJCRGNzVGo5Zz09>
- **Professional Communications** on October 29, 8:30 am – 3:30 pm, <https://ksde.zoom.us/j/91572789801?pwd=a1Fkb2dtR0pjD2JKV0U1YUMyZDA3Zz09>
- **Food Safety Basics** is also available as an online class in the KSDE Training Portal at: <https://learning.ksde.org>. A recording of the Food Safety Basics in Spanish is available upon request. Contact Cindy Johnson at cljohnson@ksde.org.

National Food Safety Month

Did you know that September is National Food Safety Month? It is a great time to emphasize the importance of food safety in the nutrition program environment and in the broader community. Food safety is an ongoing science and new information becomes available from time to time. The Partnership for Food Safety Education offers food safety tools, updates, and activities that can promote a culture of food safety in your kitchen. See tools at <http://www.fightbac.org/food-safety-education/food-safety-education-month/>

Farm to Plate

Mountain Plains Crunch Off – October 14

Kansas is participating in the Mountain Plains Crunch Off with eight other States! Mark your calendars and make plans to bite into a local apple on October 14. The state with the most “crunches” will be crowned the Crunch Champion! Due to COVID guidelines; there is no requirement to have your group participate together at the same time. Participants can CRUNCH individually, virtually or in small groups. Register at: <https://www.surveymonkey.com/r/535866Q>. A toolkit with resources and



marketing information is provided at the registration link. If you have any questions, please contact Barb Depew, Farm to Plate Project Director at bdepew@ksde.org or phone 785-296-2262.

Farm to Child Nutrition Program Sub Grants – Apply Now

Bringing the bounty of America's farms into Child Nutrition Programs as a part of breakfast and lunch is one of the best ways we can ensure children are receiving nutritious and delicious meals at school or child care! 2020-2021 Farm to Child Nutrition Program Sub-Grant Applications will be available by Monday, October 5 at www.kn-eat.org, Farm to School, What's New. Apply now to improve access to local foods in Child Nutrition Programs and increase agricultural education opportunities. Sub Grant applications are due on or before December 1, 2020. Contact Barb Depew at bdepew@ksde.org or 785-296-0062 with questions.

New Recipes for the Child and Adult Care Food Program (CACFP)

Team Nutrition has just released some of your favorite [Standardized Recipes](#) with new yields. The new recipes provide crediting information to make preparing and serving delicious meals for young children in home childcare and adults in centers easier in the Child and Adult Care Food Program (CACFP). There are now over 40 CACFP recipes for servings of 6, 25 and 50! Sponsors can also find these new recipes on the Institute of Child Nutrition's (ICN) Child Nutrition Recipe Box ([CNRB](#)), your resource for all USDA Standardized Recipes for child nutrition programs. Search the CNRB by keywords, ingredients, or program to find delicious recipes!

CACFP Trainer's Tool: Serving Milk Bingo

The USDA's Team Nutrition initiative has released the "Child and Adult Care Food Program Trainer's Tool: Serving Milk." CACFP trainers can use this fun bingo-style game to reinforce Program operator's knowledge of meal pattern requirements related to milk. The CACFP Trainer's Tool: Serving Milk is available in English and Spanish online at <https://www.fns.usda.gov/tn/serving-milk-bingo>. Team Nutrition will announce the availability of printed copies at a later date. Please note that The CACFP Trainer's Tool: Serving Milk is meant for educational and training purposes only. No prize, award, or gambling may accompany the use of this training tool.

New CACFP Resources from Team Nutrition

USDA's Team Nutrition initiative is pleased to announce the release of new resources for Child and Adult Care Food Program (CACFP) operators. All materials are available in English and in Spanish, for download and printing. Printed versions of these materials will be made available at a later date.

- Mealtimes with Toddlers in the CACFP Operator Booklet, available at <https://www.fns.usda.gov/tn/mealtimes-toddlers-cacfp>
- Mealtimes with Toddlers in the CACFP Family Handout, available at <https://www.fns.usda.gov/tn/mealtimes-toddlers-family-handout>
- Crediting Store-Bought Combination Baby Foods in the CACFP Training Worksheet, available at <https://www.fns.usda.gov/tn/crediting-store-bought-combination-baby-foods-cacfp>
- Feeding Infants Using Ounce Equivalents for Grains in the CACFP Training Worksheet, available at <https://www.fns.usda.gov/tn/feeding-infants-using-ounce-equivalents-grains-cacfp>
- Calculating Ounce Equivalents of Grains in the CACFP Training Worksheet, available at <https://www.fns.usda.gov/tn/calculating-ounce-equivalents-grains-cacfp>
- To see Team Nutrition's collection of CACFP training tools, please visit: <https://www.fns.usda.gov/tn/training-tools-cacfp>.



Additionally, in collaboration with FNS Office of Food Safety, Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), and Supplemental Nutrition Assistance Program Education (SNAP-Ed), Team Nutrition is pleased to announce the release of the **Reducing the Risk of Choking in Young Children at Mealtimes** tip sheet. This four-page publication is also available online in English and Spanish at <https://www.fns.usda.gov/tn/reducing-risk-choking-young-children-mealtimes>.

Sunflower Spotlights

Three CACFP Sponsoring Organizations received **Kansans CAN 2019-2020 Best Practice Awards** at the Kansas State Board of Education Meeting in September. Congratulations to Quality Care Services, Inc., First Choice Support Services, Inc. and St. John's Missionary Baptist Church.

*Kansans Can Step Up to Lead – **First Choice Support Services*** had two staff members step up to lead during the past year by implementing innovative services. Sierra Sheets took initiative to develop monthly newsletters in Spanish to increase provider understanding of Child and Adult Food Care Program (CACFP) program procedures and help them gain knowledge of best practices. Mercedes Morgan took the initiative to create online trainings during COVID-19 that promoted CACFP educational tools and best practices, as well as practical information on implementation of CACFP regulations.

*Kansans Can Increase Participation – Intent on increasing participation in the CACFP, **Quality Care Services***, previously an exclusive sponsor of day care homes, began sponsoring child care centers in the fall of 2019. Quality Care Services increased participation in the CACFP not only by the addition of two day care centers, but also increased participation of day care homes in the underserved counties of Pottawatomie and Riley. When national participation trends for sponsors of day care homes was headed downward, Quality Care Services' growth headed upward.

*Kansans Can Increase Participation – **St. John's Missionary Baptist Church*** has been a Summer Food Service sponsor and a sponsor of CACFP for many years. This year because of unanticipated school closures, St John's Missionary Baptist Church started their Summer Food Service Program in March and increased sites to help meet the nutritional needs of the children in Salina. They sponsored sites not only at the church, but at the YMCA, library and two schools. This proactive approach to meet the needs of children in their community resulted in participation doubling from the previous summer. They have served more than 16,000 meals through July and continued to serve summer meals through Aug. 28.

Happy Autumn!

Plan now to join in the Apple Crunch on October 14th! Get a CACFP creditable recipe perfect for September apple harvest along with crafts and physical activity ideas for the children in your care by clicking on this link: [**Download Autumn Activity Page.**](#)

As the 2020 CACFP program year draws to a close, the Child Nutrition & Wellness team would like to say thank you to each of you for your efforts to create healthy habits through the Child and Adult Care Food Program.

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

Cheryl, Jill and Julie



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