

Monthly Update



Child & Adult Care Food Program

August 25, 2021

*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*

Centers Program Certification 2022 - Due September 17

Follow instructions given in the 2022 Certification Guide for Centers available at www.kn-eat.org, CACFP, Key Links, Program Certification to complete the Sponsor Application, Center Site Application(s), Multiple Center Management Plan, and Budget online in KN-CLAIM by September 17. Completion of CACFP Administrative Workshop is required to complete Program Certification. Sponsors must certify their application on the Checklist Tab in KN-CLAIM prior to submitting to KSDE for approval. **The certification is not finished until this step has been completed.** Please contact your CACFP Consultant or the Topeka Office (785-296-2276) with any additional questions.

Certification Reminders

- If a Sponsor has a change in Authorized Representative, an Appointment of a New Authorized Representative form must be mailed to KSDE with original signatures. This form can be downloaded from the Checklist Tab in KN-CLAIM.
- Program Year 2021-22 CACFP Administrative Workshop was offered via live webinar on Wednesday, July 14. Sponsors unable to attend the live webinar training must take the training through the KSDE Learning Portal. At least one representative from each Sponsor must complete the CACFP Administrative Workshop training before annual CACFP Certification can be completed. Access the recorded training at: <https://learning.ksde.org>, Child Nutrition & Wellness, Child & Adult Care Food Program.

Guidance from USDA: Emergency Noncompetitive Procurement

Federal procurement regulations at 2 CFR 200.320(c) allow procurement by noncompetitive proposals when there is a public emergency such as COVID-19. Even when using Emergency procurement, food crediting documentation is needed and can include food labels, product formulation statements, CN Labels, bid documentation, or information from the Food Buying Guide for Child Nutrition Programs.

As a reminder, food items listed in the Food Buying Guide (FBG) can be served without further meal contribution documentation beyond what is listed in the FBG. There are many options listed in the FBG that can be purchased in any grocery store such as, chicken or turkey a La King, chicken or turkey barbeque, chicken or turkey chili, chicken or turkey chili with beans, chicken or turkey hash, chicken or turkey salad, chicken or turkey with gravy, chicken or turkey with noodles or dumplings, creamed chicken or turkey, whole cut up breaded chicken, chicken tenders, ground chicken or turkey, chili con carne, corned beef and cabbage, gravy and Swiss steak, beef taco filling, chicken wings, chicken or turkey thighs, chicken or turkey leg quarters, chicken or turkey drumsticks, knockwurst, frankfurters, ham with natural juices, ham, breaded fish portions, and breaded fish sticks, etc. **If the Sponsor is concerned about the foods they purchased meeting the meal pattern or that documentation for the new items is not sufficient, the Sponsor must document the supply chain issue that caused the operator to not be able to obtain regular items and provide any documentation for substitute items that were purchased because of the emergency procurement situation.**



Annual Civil Rights Training

“Front line staff” and their supervisors must have civil rights training annually. “Front line staff” includes employees who interact with program applicants or participants regarding program services and benefits. Sponsors can use the Annual Civil Rights Training Documentation handout, found in the forms section of the Administrative Handbook, and/or go to the KSDE learning portal at <https://learning.ksde.org> and select Civil Rights Compliance in Child Nutrition Programs to conduct a training session. Be sure to keep documentation of civil rights training on file. Training rosters must also be uploaded annually during Program Certification.

Next Steps for Implementation of the Emergency Operating Costs Reimbursement Program

Sponsors who are eligible to receive Emergency Operating Costs Reimbursement will be notified via email this week. A statement of the calculated reimbursement will be provided as well as an excel spreadsheet calculator to review the calculation. The Authorized Representative will be required to certify that the reimbursement total has been reviewed and is correct and then scan and email the signed document to cnw@ksde.org. If you have questions regarding the Emergency Operating Costs Program, please contact Julie (jhenry@ksde.org).

Household Contacts Policy to Verify Attendance & Enrollment of Participants

Sponsoring Organizations (multi-site sponsors) must establish a system and written policy, in which the sponsor verifies attendance and enrollment information by contacting adult members of households as part of site reviews. The household contact process is not required for At-Risk Afterschool Meals sites or homeless or emergency shelters. The policy should contain information detailed in Chapter 11 of the Administrative Handbook.

At-Risk Afterschool Meals

Help students make the grade this coming school year by serving At-Risk Afterschool Meals to children in lower income areas. If a traditional CACFP center also participates in CACFP At-Risk Afterschool Meals the center may only claim school age children under At-Risk. Help ensure that children have access to nutritious meals and snacks for students to achieve both in and outside of the classroom. Any site providing educational or enrichment activities after the end of the school day, on weekends or on holidays and planned days out during SY2021-2022 can receive reimbursement at the free rate for all meals/snacks that are served. For more information, call 785-296-2276 and ask for Laura.

Professional Development Opportunities

Many opportunities for learning are available for CACFP Sponsors. Go to www.kn-eat.org, CNW Calendar to access the class list with dates, times and ZOOM links. Professional Development Classes offered in September will include:

Quick Train on Grains –

A Short Tutorial on Using the Grains Measuring Chart to Calculate Ounce Equivalents for Grains

Join KSDE on September 8 from 1:30–2:00 pm for a short tutorial on using the grains measuring chart to calculate ounce equivalents for grains. Beginning October 1, 2021, grains must be measured using ounce equivalents in the CACFP. Grains are an important part of meals and snacks in the CACFP. To make sure participants get enough grains in CACFP meals and snacks, required amounts for the grain’s component are listed in the meal pattern as ounce equivalents (oz. eq.). Participants that participate in this tutorial will confidently be able to use the Grains Measuring Chart resource to determine if grain products meet the minimum requirement for ounce equivalents for grains in the CACFP. Use the following link to join: <https://ksde.zoom.us/j/82607161776?pwd=YUZpTm5zNU56RVpTVTFPaitOVVJXZz09>

**CACFP Determining Eligibility – Income Eligibility Category Summary Training – New Date!**

On September 22, KSDE will offer a live webinar training at 1:30 pm focused on Determining Eligibility in the CACFP and completing the Income Eligibility Category Summary. Sponsors can access the training via zoom at: <https://ksde.zoom.us/j/94616914936?pwd=NC9pTTBTRIVYMG83aJlJrcng1SkNsZz09>

Culinary Corner: CACFP Knife Skills – Save the Date!

You don't have to be a chef to be able to use a knife safely and efficiently. Join KSDE on September 28 at 1:00 pm for this engaging knife skills demonstration via zoom using the following link: <https://ksde.zoom.us/j/89158688893>.

Online Professional Development Classes and Tutorials

CNW staff continue to develop new interactive online training classes and tutorials that can be accessed free of charge 24/7 via the KSDE Training Portal. The online professional development classes offer a printable certificate upon successful completion. Tutorials have no quiz and no certificate. Create an account now at <https://learning.ksde.org>. For detailed instructions on creating an account and accessing the training, go to www.kn-eat.org, Child and Adult Care Food Programs, Training, Online Classes. New to the online portal this month: PY2022 CACFP Administrative Workshop, Civil Rights Compliance in Child Nutrition Programs, Personnel Management I, Personnel Management II and Kansas Nutrition 101.

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.

- Serving Adult Participants in the USDA CACFP, available at: <https://www.fns.usda.gov/tn/serving-adult-participants-cacfp>
- Serving Meats and Meat Alternates at Lunch and Supper in the USDA CACFP, available at: <https://www.fns.usda.gov/tn/serving-meats-meat-alternates-lunch-supper-cacfp>
- Offering Water in the USDA CACFP, available at: <https://www.fns.usda.gov/tn/offering-water-cacfp>

To see Team Nutrition's collection of CACFP training tools, please visit: <https://www.fns.usda.gov/tn/training-tools-cacfp>.

The 3rd Annual Mountain Plains Crunch Off – October 2021 – Register Now!

This year's registrants are able to crunch on not only apples; but ANY local crunchable produce! Kansas is participating in the Mountain Plains Crunch Off with seven other regional states. Celebrate with local produce on Wednesday, October 14 or pick another day in October to participate in the crunch off. Make your event plans now and register your event at: <https://www.surveymonkey.com/r/79XXHNM>. Crunchable local produce can be found in many places – school/child care gardens, farmer's market, local distributors or <https://shopkansasfarms.com/map/>. 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 785-296-0062.

Child Care Provider Messages re: COVID-19

KDHE Child Care Licensing has recorded a video message to all Licensed Child Care Providers from Dr. Lee Norman, M.D, and developed four new graphic tools for providers that pertain to child care programming: Protect the Children, Children Will Follow Your Lead, Protect the Staff and What We Learned. You can find the video message and the graphic tools on the [Child Care Licensing website](#).



Happy National Breastfeeding Month!

Two new resources are available to support breastfeeding and infant feeding from Nutrition and Physical Activity Self-Assessment for Child Care (NAPSACC).

- [Breastfeeding & Infant Feeding: No & Low-Cost Best Practices](#)
- [Breastfeeding Basics](#)

For additional information and resources go to the Kansas Breastfeeding Coalition webpage at: ksbreastfeeding.org.

CACFP Halftime: Thirty on Thursdays Webinar – Serving Snacks in the CACFP

On September 23, 2021, USDA's Team Nutrition initiative will present [Serving Snacks in the CACFP](#). Registration for this free webinar is now available, using the following registration links:

- 1-1:30 p.m. CST **English Webinar:** [\[Register Now\]](#)
- 2-2:30 p.m. CST **Spanish Webinar:** [\[Register Now\]](#)

Registration links are also available from <https://www.fns.usda.gov/tn/halftime-cacfp-thirty-thursdays-training-webinar-series>. This webinar will show Child and Adult Care Food Program (CACFP) operators how to plan and prepare reimbursable snacks for the children and adults in their care. Attendees will have the opportunity to submit questions to the presenters and to check their knowledge through interactive polling questions.

Keeping Cool with Nutrition

In August, it makes sense to have healthy foods on hand that can also double as cool treats to help beat the summer heat. It is vital to have nutrient-dense recipe ideas that keep us cool. Nutrient-dense foods mean that the food item is rich in nutrients that the body needs, like vitamins, minerals, and calories. Nutrient-dense foods include fruits; vegetables; protein like chicken, beef, and legumes; and whole grains like bread or rice. Consider searching for local produce that is in season to highlight fresh food and teach children about where it grows! For more ideas to Keep Cool with Nutrition consider subscribing to the Institute of Child Nutrition's *Mealtime Memo* (MTM). It is focused on nutrition and wellness in child care settings and is specifically intended for use by child care professionals who participate in the Child and Adult Care Food Program (CACFP). The objective is to provide research-based best practices for planning, preparing, and/or serving nutritious, safe, and child-friendly meals in child care settings operating the CACFP. Beginning in January 2021, the MTM moved to an electronic, blog-style newsletter. To ensure you automatically receive the latest issue, [subscribe at this link!](#)

As always, if you have questions or need technical assistance, please contact your Child Nutrition Consultant or the Topeka office.

Cheryl, Jill and Julie



For more information, contact:

Cheryl S. Johnson
 Director, Child Nutrition & Wellness
 (785) 296-2276
www.kn-eat.org
csjohnson@ksde.org

Kansas State Department of Education
 900 S.W. Jackson Street, Suite 102
 Topeka, Kansas 66612-1212
 (785) 296-3201
www.ksde.org

This institution is an equal opportunity provider.

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 S.W. Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201.



Kansas leads the world in the success of each student.