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Child Nutrition & Wellness Advisory Council Meeting

Thursday, April 18, 2024, 9:00 am to 2:30 pm

Kansas State Department of Education, Landon State Office Building

900 SW Jackson, Ste. 102

Topeka, KS 66612-1212

Welcome and Introductions

Attendees – Dana Sprinkle, Grace Liss, Adam Inman, Jolyn Baldner, Kelly Cahill, Robyn Stuewe, Stephanie Smith, Tammy Blunt, Tosha Smith, Camille Pickhinke, Kris Nicholson, Melissa Koehn, Patti Dollarhide, Shane Allen, Teresa Houston, Cassandra Worden, Courtney Koenig, Meridith Slan, Kelly Chanay, Emily Bonilla, Hilary Hanvey, Julia Whalen, Barb Depew, Eryn Davis, Holly Steinlage, and Pam Rosebaugh.

CNW Team & Administrative Updates (Kelly)

- Staffing changes at CNW include all consultants will assist sponsors with all Child Nutrition programs. Reviewed roles and responsibilities of assistant directors and senior child nutrition consultants. New positions filled include a procurement consultant and a registered dietitian. Hiring for a full-time Body Venture consultant.
- Direct Certification Performance award money to be awarded to SNP sponsors. CNW will be announcing a technology grant soon.
- Will apply for the Farm to CACFP grant.
- There will be funds available for FY25 USDA Equipment Assistance Grants, but the award amount to all states will decrease significantly.
- USDA conducted the CACFP Management Evaluation April 8-12. The results were positive. Three noteworthy initiatives were cited: (1) The CNW Advisory Council, (2) KN-CLAIM Seriously Deficiency process and log and (3) collection of Farm to Plate on Sponsor Application in KN-CLAIM. Two findings cited: (1) appeal timeline and (2) additional language needed for athletic programs on the site application for Sponsors serving At-Risk Afterschool Meals.

Program Updates (Kelly, Emily)

- Summer-EBT – The newest Federal Child Nutrition Program. Kansas opted in for 2024. Working through data sharing process with Department for Children and Families.
- Summer Food Service Program – Busy with SFSP Admin and non-congregate training. Updating all forms to include non-congregate. Menu Planning training on April 23rd. Let CNW know about any Kickoff or Spike events happening.
- Child and Adult Food Care Program – New proposed legislation includes family day care home licensing (state of Kansas) and the seriously deficient process (federal).
- School Nutrition Programs – Integrity rules include annual required procurement training. May Town Hall will provide training on SNP Program Renewal and Unpaid Meal Charges.

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Technology Updates (Kelly)

- SFSP and SSO – Claims have been revised to report congregate and non-congregate separately.
- Updated non-congregate questions on sponsor and site applications.
- Consultant contact information now across top in KN-CLAIM.
- SNP Renewal will be available in May after the May 9th Town Hall.
- Working to make the CEP Application a stand-alone application in KN-CLAIM.
- Adding Consent for disclosure to Kansas Online SNP Meal Application.
- SFSP Meal Counting Application – working on last step – uploading directly into KN-CLAIM.
- Wish list: move Direct Certification link to inside KN-CLAIM.

Farm to Plate Update (Barb and Eryn)

- KS Farm to School Network established October 2023. Communication, Education, Gardens, Procurement, and Advocacy Work Groups meeting virtually. The Network will meet in person at Local Foods Summit in Wichita in late Summer.
- Farm to School Census report should be coming out soon. Kansas had an 89% response. Thanks for all the responses.
- KDA Specialty Block Crop Grant application submitted support four emerging food hubs across the state. Award announced July 2024. Two-year funding.
- Farmwise Farm to ECE coalition grant – Application due April 30, 2024. CNW is collaborating with other stakeholders to discuss projects. If awarded, will provide \$31,000 to support Farm to ECE in KS.
- KSDE USDA Farm to School Grant Update – Grains Grant for sponsors to purchase small equipment. CNW Advisory members Casey Worden, USD 445, reported purchasing several types of equipment (i.e. waffle iron, dough divider) for scratch baking. Stephanie Smith, USD 383, is now purchasing all flour from K-State milling.
- Local Food for Schools Cooperative Agreement Program – For School sponsors only. Purchasing local meat has had its challenges. Learning a lot through the process and ways to assist sponsors.
- KSDE Formula Grant Update – 4-year grant from USDA. Farm to ECE Institute in November in Nebraska this year. The Institute is a yearlong program to support Farm to Plate projects and activities. Kansas will host the Institute in 2025. Missouri will host a combination Farm to ECE/F2S in 2026. HOTM – waiting on 2 key pieces: including STEM resources and local food recipes using HOTM items. Extra funding available in grant. **Ideas on how to use funds:** Home providers tool kit to start growing own produce in container garden, gardening with young children provided by North Carolina, urban farmer/master gardeners from extension office, post-harvest and storage of foods, classes in schools could be educational component,

Professional Development Update (Holly)

- Implementing a Culinary Coaches Model for SNP and CACFP. Coaches would be trained by a chef then go to sponsors to provide culinary training/assistance in baking basics, knife skills, reducing sodium and reducing sugar.
- Summer Opportunities: Annual Admin trainings for all programs, DE, ITMR, NSSM, CC, Procurement training (new – required for SNP staff with procurement responsibilities); new regional in-person training focusing on meal pattern and calculating components – titled “Menu Planning for School Meals”, TA days with consultants across the state, SNP Jump Start in Hays.
- In-development: CACFP “naptime” trainings (30-minutes or less), CACFP Jump Start will be revised.

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What is Needed for 2024-2025

School Nutrition Programs (SNP)

- Zoom trainings at different times – can't take training if still working
- Student survey examples – electronic
- Email notifications go to both AR and FSD (i.e. late claim, surveys, EBT)

Summer Food Service Program (SFSP)

- More focused training for community sponsors
- Infant feeding under SFSP (breastfeeding)

Child & Adult Care Food Program (CACFP)

- Financial Management / Budget
- Culinary / Menu Planning
- Virtual monitoring flexibilities
- 5-day reconciliation – do we need it? (not useful, would rather use edit check)
- Focused training for community sponsors
- How can Food Service Director stay on top of everything when not Authorized Representative
- Non-Program Foods Tool – painful

Farm to Plate

- Create awareness of scratch cooking
- Equipment
- Leafy Green Farms
- Continued funding/sustainability
- Education – start to finish
- Procurement toolkit
- Cultural recipes
- Connect programs to health

DGA Rule – Sugar

- Nutrition Education
 - Students – explain changes
 - Social media venue for communicating the “why” changes are being made

Technology/KN-CLAIM

- Standardized training for SFSP site coordinators
 - CNW most important things to know
 - Link to share with confirmation of completion
- Direct Certification – Kids not being matched with schools and have to search by county
 - Can export list to excel
 - Training on ways to utilize list
 - Use excel to make it easy to navigate
- Digital way to take meal attendance vs. paper (Bright Wheels DCF)
- KN-CLAIM – Easy to use (CACFP)
- KN-CLAIM – Site qualification section too long, easy to miss, consolidate section breaks (SFSP)

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Training

- Quick guide for MFR/AFR showing where the numbers come from and how tied to the budget
- Basic equipment training – very short tutorials, 1 topic each, could record onsite at sponsor
- Serious Deficiency – TA then CAP process
- Meal Modifications – CACFP Homes, also for nurses and administration (basics of requirements)
- In-person – specifically for networking (even if just directors)
- Family Style meal service – by age group/room
- SFSP – site coordinator training via the online portal – site requirements, meal storage, time requirements (like SFSP Admin update but only for site requirements)
- Best By versus Use By dates (geared toward teachers)
- KN-CLAIM reports – what Financial Management reports are available/and the data they pull tutorial
- Grant writing – applying for FFVP, Equipment Assistance Grants, F2P, etc.

CACFP Naptime Training Suggestions

(stickers added to indicate higher-priority preferences)

- Effective Monitoring – 3 stickers
- Nutrition Label Requirements – 2 stickers
- Serious Deficiency – 1 sticker
- Program Initiation – 1 sticker
- Meal Modification Forms – 1 sticker
- Claim Submission – 1 sticker
- CN Labels – 1 sticker
- Product Formulations Statements – 1 sticker
- Determining Whole Grain Rich – 1 sticker
- Financial Management – 1 sticker
- Family Style Meal Service
- Infant Meal Documentation
- Production Records
- Alternative to Grain-Based Desserts
- Request to Purchase Forms – Requesting SPWA
- Income Eligibility Forms
- For-profit Rosters

Best Practice Sharing by Program Area

SNP Best Practices

- Calendar of Responsibilities (Support staff and matching skills, keeps tasks/duties scheduled, and delegation of tasks among staff)
- Microsoft Teams planner
- Regular scheduled communication w/admin meetings and/or directors
- Student feedback – Taste Test Tuesday samples
- Student advisory council – STUCO
- Weekly update – 5 things to know (1 gratitude)

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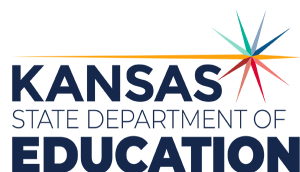
CACFP (ECE) Best Practices

- Intentionally seeking out local farmer/supplier
- Encourage serving fruit and vegetables – no juice
- No processed foods more than 1 time per week
- Intentional cultural foods
- Making hummus from scratch so kids can try new things
- Continuing Education – more training than required
- Use your supplier (food) as a resource
- Ensuring menu compliance and credibility
- KDHE Connecting with community

SFSP Best Practices

- Core activities at each site (congregate)
- Parent pick-up Waiver (non-congregate)
- Communication (Project Plan)/Planning
- Consistency with dates and locations
- Thinking outside the box
- Collaboration with sites (internal and external)

Questions for CNW / Wrap-Up



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