



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

May Update

Distributed to the School Nutrition Program Authorized Representatives Listserv
and the Food Service Directors Listserv

May 31, 2019

Program Renewal

All program renewal forms are available in KN-CLAIM on the Checklist Tab. Instructions, guidance and the Program Renewal Webinar recording are available at: www.kn-eat.org, School Nutrition Programs, Administration, Program Renewal (Program Renewal is in the drop-down list when you scroll over Administration).

- Program renewal documents are due by **July 15, 2019**.
- Reimbursement claims for school year 2019-2020 cannot be processed until all program renewal documents are approved by KSDE.

Submitting Claims in June

Due to the State year-end fiscal close out, all School Nutrition Program claims must be **submitted by the end of the day on June 17 to be paid in June**. Any claims submitted after June 17 will not be paid until July, and will not receive the State Match portion of the National School Lunch Program reimbursement, as that account will be closed.

USDA Guidance and Information

Eligibility Manual for School Meals

The Food and Nutrition Service has not released an updated Eligibility Manual for School Meals for School Year 2019-2020. State agencies and Program operators can continue to use the [2017 Edition of the Eligibility Manual](#) for the upcoming School Year.

Setting Adult Meal Price Clarification

The prices 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, for pricing programs the sponsor should set the adult meal charge at least equal the highest paid student price plus paid reimbursement and for non-pricing programs at least equal to the free meal reimbursement rate.

Professional Standards Training Tracker Tool (PSTTT) 2.0 Enhancements

FNS has released new enhancements to the Professional Standards Training Tracker Tool (PSTTT) 2.0. The new enhancements include the capability for users to update profile information such as role and job title (for both themselves and/or their employees) more efficiently. It also includes an update to accommodate users who have a hiring date of January 1 or later to automatically adjust the required training hours listed on the tool. This enhancement addresses the Professional Standards Final Rule stating that if the hiring date is on January 1 or later, an employee must only complete half of the required training hours. Access the tool at:

<https://pstrainingtracker.fns.usda.gov>

School Nutrition and Meal Cost Study

The study, which was released in April, is the first nationally representative, comprehensive assessment of the school meal programs since implementation of the updated nutrition standards for school meals. It shows what school meals look like two years after the changes, reflecting both progress made and challenges that remain. Special thanks to the Kansas Sponsors who were randomly selected to participate in this important study and for the extra time and efforts required to provide data and information!

The study results are presented in four separate reports summarizing study findings related to (1) food service operations, (2) the nutrient content of school meals as offered and served, (3) meal costs and revenues, and (4) student participation, dietary intake and plate waste. [Click this link to access the study.](#)

Crediting Updates for Child Nutrition Programs: Be in the Know! Webinar Series

[Register now](#) for the USDA Team Nutrition webinar on Wednesday, June 5 at 1 pm CST to get crediting technical assistance and guidance with hands-on practice specifically for hominy, corn masa, and other corn products.

Food Service Facts Updates

KSDE is in the process of updating Food Service Facts. The following chapters were recently updated: Chapter 4 - Meal Service Policies, Chapter 5 - Determining Eligibility for Reduced Price & Free Benefits, Chapter 23 - Professional Standards, and Chapter 25 - School Breakfast Program.

Food Safety Tip of the Month

Did you know...fresh fruits and vegetables should be rinsed just before serving them or cutting them? Rinse fresh produce, including those with skins and rinds that are not eaten, under clean running water. Exceptions are packaged produce, labeled "ready-to-eat" or "triple-washed" which have already been rinsed and dried and should not be rinsed again. Copy and paste the following link into your browser to download the Partnership for Food Safety Education poster, "Fight Bac Like a Produce Pro" - http://www.fightbac.org/wp-content/uploads/2015/08/ConsumerFact_Sheet1.pdf.

Community Eligibility Provision

For USDA guidance and Q & A's that address common questions, go to www.kn-eat.org, School Nutrition Programs, Administration, Community Eligibility Provision. Contact Julie Henry at jhenry@ksde.org if you are interested in applying or have questions. Deadline to apply to participate is June 30, 2019.

Monthly Financial Management Reports

In order to complete the Annual Financial Report in KN-CLAIM by **August 15**, you **MUST** complete the online Monthly Financial Management Reports for Program Year 2019. The Monthly Financial Reports will automatically roll-up to create the Annual Financial Report.

Important Reminder: Make transfers to the Food Service Fund for free adult meals or low paid meal price before the end of the state fiscal year - June 30!

Wellness Policy Data

Complete the Wellness Impact Tool to accurately reflect the sponsor's status in relation to the current Kansas School Wellness Policy Model Guidelines as of the end of SY 2018-19. School Wellness Policy data for every school district in Kansas is available to the public at KSDE Data Central: www.ksde.org, Data Central, Child Nutrition & Wellness Reports.

KSDE Data Central

Data Central is a great resource for data for all KSDE programs. Numerous reports are available under the Child Nutrition & Wellness Reports link. To access reports on Free and Reduced Percentage by districts and buildings, click on the Kansas K-12 Reports link. To get to Data Central, go to www.ksde.org and click on the Data Central link at the top of the page.

Farm to Plate in Kansas

Summer is a great time for healthy food access for the whole family. Local foods in Summer meals, gardening, visiting the Farmer's Markets, and hands on activities help educate kids about where their food comes from. The following link, <https://www.ksre.k-state.edu/foodsafety/topics/market.html>, will help you find local farmers markets, produce in season, recipes, and more. The information can be accessed on the web or download the app to your mobile device.

Kansas Farm Fresh Fridays Challenge

Celebrate Kansas farmers and local foods by participating in an initiative to unify the success of our farms, children and Child Nutrition Program Sponsors. Pledge to offer a meal consisting of at least two 'locally sourced' menu items at least one Friday per month at one or more serving sites. Once registered, you will have access to the KS Farm Fresh Fridays Marketing Kit. Take the challenge at <https://www.surveymonkey.com/r/DTMMXKR>.

Professional Development Opportunities

A wide range of face-to-face, high quality, professional development opportunities are available for Child Nutrition Program personnel.

Determining Eligibility Webinars

Plan now to refresh your knowledge and attend a Determining Eligibility webinar. The same webinar will be offered twice – July 9 and August 1 from 10:00-11:30 am. Watch for login information in the June Update.

Child Nutrition Management Academy (CNMA) 2019

Attend CNMA 2019 to build your skills, network with other child nutrition program professionals and accrue hours for professional development requirements! Management level classes, including an 8-hour face-to-face food safety class, Kansas Food Safety in Schools, will be offered. This class is suitable for all team members working in school nutrition programs and meets the 8-hour Federal food safety training requirement for school nutrition program directors. A track of culinary classes and a track of staff development classes are also offered concurrent with management level classes. For full information and registration details, go to www.kn-eat.org, School Nutrition Programs, Training. Classes will be held on:

- July 9-11 in Hays and Topeka
- July 23-25 in Chanute and Nickerson

Jump Start for Managers

Professional development can help new and aspiring managers successfully supervise a school's child nutrition program. Jump Start for Managers is designed to give a quick overview of program responsibilities, as well as provide tips, guidance and networking opportunities. The two-day Jump Start for Managers will be held in three locations in Kansas this summer.

Registration information is available at www.kn-eat.org, School Nutrition Programs, Training.

- July 29-30 in Spring Hill
- July 30-31 in Newton
- September 26-27 in Garden City

Administrative Update – New Options for SY2019-20

SY2019-20 Administrative Update will be offered at regional locations throughout the summer, via webinars and through online modules. Targeted webinars will be available for Sponsors of Multiple Child Nutrition Programs and RCCIs. Topics will include new policy guidance for SY 2019-20 including the Buy American, Purchasing, Meal Pattern Flexibilities, Professional Standards Flexibilities, Annual Civil Rights Training, Confidentiality, Determining Eligibility and Verification. Remember, the authorized representative or designee is required to complete administrative training annually.

Nutrition Standards for School Meals and Calculating Components

The schedules for face-to-face Nutrition Standards for School Meals and Calculating Components are available at www.kn-eat.org, School Nutrition Programs, Training. These classes are essential for new Food Service Directors and those with menu planning responsibilities, as well as a great refresher for seasoned professionals!

Food Safety Training

The schedule for face-to-face Summer Food Safety Basics classes is available at www.kn-eat.org, School Nutrition Programs, Training.

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 professional development classes offer a certificate upon successful completion which can be printed. 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. We are pleased to announce that a **Monthly/Annual Financial Report** tutorial is now available on the KSDE Training Portal.

Child Nutrition & Wellness Kansans CAN 2018-19 Best Practice Awards - Deadline June 30

The Kansas State Board of Education has a vision: 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.

Kansas Team Nutrition: Power Panther Pals Sub-Grants Announcement

Kansas Team Nutrition will be offering Power Panther Pals, accompanying sub-grant funds and resources to support implementation of the eight-week health education program. This sub-grant opportunity is for elementary students in grades K-5. Applications are available at www.kansasteamnutrition.org, and will be due August 31, 2019. For questions or additional information, contact Karen Seymour at kseymour@ksde.org or call (785) 296-2276.

Body Venture – Dates still Available for SY 2019-2020

Body Venture is KSDE's traveling health education exhibit for students in grades K-5. Each year this exciting exhibit visits approximately 100 schools and helps students learn why it is so important to "Eat Smart. Play Hard." Requests to schedule Body Venture for the 2019-20 school year are still being accepted for these dates and locations:

- October 10 – Shawnee and surrounding Counties
- October 15 – Sedgwick, Butler Counties
- October 24 – Barton County
- October 31 – Johnson County
- November 21 – Ford County
- January 14, 15 – Montgomery or SE Counties
- January 23, 24 – Shawnee and surrounding Counties
- February 27 – Pottawatomie, Riley Counties
- March 12 – Harper and surrounding Counties
- March 17, 18, 19 – Open
- April 9 – Wyandotte County
- April 23 – Cherokee and surrounding Counties
- April 30 – Nemaha County

To view Body Venture in action, https://youtu.be/s6LSBmPkk_U. The Request to Schedule form is available at www.bodyventure.org, Schedules. Contact Meg Boggs at mboggs@ksde.org or 785-296-2276 with scheduling questions or to explore options for funding to host the exhibit.

Sunflower Spotlight – Celebrating Successes in Kansas Child Nutrition Programs

Additional information about all schools featured as a part of the Sunflower Spotlight can be found at www.kn-eat.org, School Nutrition Programs, Recognition.

USD 350 St. John-Hudson implements Farm to Plate in many ways. Josh Meyer, Superintendent explained, "The school district is focused on providing an avenue for local producers to donate food to the schools. Community coordinators work with the Food Service Director to schedule a beef to be donated and processed on a rotating schedule. All of our lunch menu items containing beef come from locally donated and processed animals. When we started the program, students noticed a difference in the quality of food; especially on hamburger day. The fish we raise in science class is not connected to our nutrition program...yet. They only raise a few fish and use the fish waste to grow some produce. It is currently on such a small scale that we can't utilize it other than as a learning tool for that specific class. Hopefully we can expand the program one day." All of the flour used in the cafeteria is provided to us by Stafford County Flour Mills in Hudson, KS. This is a blended whole white wheat flour that meets nutritional specifications but has a better flavor than whole grain flour. They have also received donations of melons for school lunches as well as cash donations to help with the beef processing. All donors are recognized with plaques on the wall of the cafeteria. This shows appreciation to the producers, but also serves to showcase Farm to Plate. Next school year St. John plans to be even more purposeful about helping students understand the connection between the farm and what they are eating. This will be done with classroom lessons and field trips.

Welcome Summer!

Help families find a nearby Summer Meals site by publicizing KSDE's Locate a Site Near You at www.kn-eat.org, Summer Food Service Program. KSDE has a Public Service Announcement that can play on TVs or Computer Screens in schools, WIC clinics, Doctor's Offices, County Health Departments, Community Centers or anywhere families go in the summer! Find the PSA at <https://youtu.be/Ongglchh6zU>. Celebrate and promote summer meals in your community!

As always if you have questions or if we can help in any way, contact your local Child Nutrition Consultant or the Topeka office!

Cheryl, Kelly & Julie