



## Child Nutrition & Wellness

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### October Update

Distributed to School Nutrition Program Authorized Representatives and Food Service Directors via Email October 29, 2019

#### October 31 – Reminder

**Update all counts of students approved for reduced price and free meals on the Pre-Verification Worksheet in KN-CLAIM. Do NOT update number of applications!**

#### Verification

Verification is confirmation of eligibility for reduced price and free meals under the National School Lunch Program and School Breakfast Program. The following sponsors do not complete verification:

- Sponsors participating in ONLY the Special Milk Program
- Residential Child Care Institutions that do not also operate a day school
- Sponsors that are participating district-wide in the Community Eligibility Provision.

All other sponsors must select and verify eligibility for a sample of applications approved for benefits. One person should coordinate all verification activities for the sponsor. Important deadlines for the verification process are:

- November 15 – Complete all verification activities. This deadline is the same whether it falls on a weekday or weekend.
- December 15 – Complete reporting of Post-Verification Results in KN-CLAIM.

USDA requires KSDE to annually report verification data for each sponsor. The USDA report is completed using the data you provide on the Pre-Verification Worksheet and the Post-Verification Results screens in KN-CLAIM. Please make sure that the information entered is accurate, complete and submitted on time.

The Sponsor must complete verification no later than November 15. However, the Sponsor may request an extension of the November 15 deadline, in writing to Cheryl Johnson, Director at [csjohnson@ksde.org](mailto:csjohnson@ksde.org). The State agency may approve, in writing, an extension up to December 15 of the current school year, due to natural disaster, civil disorder, strike, or other circumstances that prevent the Sponsor from the timely completion of verification activities. A request for an extension beyond December 15 must be submitted by the State agency to the USDA for approval.

To navigate to the Verification screens in KN-CLAIM, select School Nutrition Programs, Program Year 2020 and then click on the “Forms” tab on the Sponsor Summary page. On the same line as “Pre-Verification Worksheet” click the <Add> button which can be found at the right-hand side of the screen and has the image of a + sign. For step-by-step instructions, **the Verification Quick Reference Guide can assist you in completing the Pre-Verification Worksheet correctly.** Please download the guide at [www.kn-eat.org](http://www.kn-eat.org), KN-CLAIM, SNP, Quick References, Verification Reporting.

For instructions on the verification process and all related forms (including KSDE’s Spanish translations), go to [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Food Service Facts, Chapter 8-Verification of Eligibility. If you missed the verification webinars, an online class is available at <https://learning.ksde.org>.

### **FY2019 USDA Equipment Grants Awarded**

A list of equipment grant recipients can be found at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, What's New.

### **Annual On-site Accountability Reviews**

The School Food Service On-Site Accountability Review (Form 9-G) can be accessed online at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Food Service Facts, Chapter 9. **By February 1**, Sponsors with more than one serving site must review each site approved to participate in the National School Lunch Program at least once per year and review 50% of all sites approved to participate in the School Breakfast Program once per year. It is a best practice to rotate review of breakfast sites to ensure all sites are monitored at least every other year. Someone not involved in the daily meal accountability procedures at the site must conduct the On-Site Accountability Review. Keep completed reviews on file with school food service program documents for review or audit. Each on-site review must ensure the school's claim is based on the counting system, as reported on the site application, and yields the actual number of reimbursable free, reduced price, and paid lunches, respectively, served for each day of operation. If the review discloses problems with a school's meal counting or claiming procedures, the Sponsor must ensure that the school implements corrective action, and within 45 days of the review conduct a follow-up on-site review to determine that the corrective action resolved the problems.

### **Innovative Breakfast Delivery Grant Opportunity – Applications due November 26, 2019**

Do you want to ensure more students start their day with breakfast? Schools interested in implementing an innovative breakfast delivery model (breakfast in the classroom, second chance or grab and go breakfast) during the second half of the 2019-2020 school year may apply for funding to purchase equipment, materials and supplies to support initiatives that facilitate innovative breakfast delivery. Grant funds are being made available from the School Nutrition Association of Kansas. Schools can apply through the [Share Our Strength grant portal](#).

**Applications are due November 26, 2019.** Direct questions to Jill Ladd at [jladd@ksde.org](mailto:jladd@ksde.org).

### **Kansas Professional Development System**

#### **KSDE Professional Recognition Program**

Participation in professional development demonstrates commitment, shows professionalism, and elevates the reputation of the child nutrition program. KSDE offers a professional recognition program to honor individuals who make the effort to expand their knowledge and skills. All KSDE-sponsored professional development where certificates are issued count toward the recognition requirements. To apply for the KSDE Child Nutrition Professional Recognition Program, or to see more information on the recognition program, go to [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Recognition, Professional Recognition Program.

#### **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 and accessing the training, go to [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training.

#### **Face-to-Face Professional Development**

A wide range of face-to-face, high quality, professional development opportunities are available for Child Nutrition Program personnel. Contact Cindy Johnson at [cjohnson@ksde.org](mailto:cjohnson@ksde.org) or call 785-296-2276 to request face-to-face professional development. A list of classes with descriptions is available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training.

### Food Safety Training

A schedule with Food Safety Basics classes for September, October and November at locations across Kansas is available at [www.kn-eat.org](http://www.kn-eat.org), School Nutrition Programs, Training. School nutrition program staff who are not directors may take Food Safety Basics to meet the food safety training required within 6 months of hire and every 5 years thereafter. Once approved food safety training is taken, the Food Safety Training Record on the Forms Tab in KN-CLAIM must be updated.

### Food Safety Tip of the Month

With the science of food safety constantly changing, it can be challenging to manage the risks associated with purchasing, receiving, storing, preparing and serving food in child nutrition programs. Shifting food production and processing methods have caused some harmful microorganisms to evolve and become more threatening to the food supply. A foodborne illness involving a harmful microorganism has the potential to cause both short-term effects and long-term health complications. Short-term effects include nausea, cramping, vomiting, diarrhea, fever, chills, headache, and stiff neck. Long-term health complications of a foodborne illness include Guillain-Barre syndrome, reactive arthritis, kidney dysfunction, neurological disorders, brain damage, irritable bowel syndrome, and chronic diarrhea.

It is important for food handlers to have an understanding of the consequences if food safe practices are not followed all the time and every time. The video, “*Years of Suffering that Could Have Been Prevented: The Story of Kate and Bernadette*” is a true account of the suffering, hospitalization, and near death of a person who became sick from consuming a contaminated food. Video is available at <https://www.foodshield.org/index.cfm/discover-tools-links/training-videos/fda-retail-food-safety-educational-videos/>.

### CACFP At-Risk Afterschool Meals

Help students make the grade this school year by serving At-Risk Afterschool Meals to school-aged children in lower income areas. With school budgets being tighter than ever and some districts choosing to go to 4-day weeks, ensuring that children have access to nutritious meal and snacks when school is not in session is more important than ever in order for students to achieve both in and outside of the classroom. Qualified sites providing educational or enrichment activities after the end of the school day, on weekends or on holidays during the school year can receive reimbursement at the free rate for all meals/snacks that are served. Interested in learning more? Contact Jill Ladd at [jladd@ksde.org](mailto:jladd@ksde.org), Laura Hodgson at [lhodgson@ksde.org](mailto:lhodgson@ksde.org), or call 785-296-2276.

### CACFP At-Risk Afterschool Meals Toolkit

KSDE CNW will be mailing a copy of the At-Risk Afterschool Meals Toolkit to all Sponsors who are serving At-Risk snacks and/or suppers. Watch your mail for this helpful resource!

### Farm to Plate

The Farm to School Census deadline is fast approaching! Kansas is currently in third place and 40% of Kansas Sponsors have completed the census. It is important that **all** Sponsors participate, regardless of their participation in farm to school activities to ensure the census data is representative of our State. The deadline to complete the census is **November 14, 2019**. A **CORRECTED** hotline number for SFAs to call if they have issues is **(855) 452-5794**. The email link [farmtoschool@abtassoc.com](mailto:farmtoschool@abtassoc.com) is also a great way to get help fast. You may also contact Barb Depew, Farm to Plate Director, [bdepew@ksde.org](mailto:bdepew@ksde.org) or 786-296-0062 to assist if needed.

### FY 2020 Farm to School Grants Now Available!

The Request for Applications (RFA) for the 2020 Farm to School Grant Program is now online and available through Grants.gov. This year, USDA seeks to award up to \$10 million to schools, school districts, nonprofits, state and local agencies, agricultural producers, and Indian tribal organizations to plan and implement farm to school activities. Grants ranging in size from \$20,000 to \$100,000 will be available for approved proposals in FY 2020. All interested applicants are encouraged to visit [the grant announcement](#).

### Team Up for Local Foods Recipe Challenge

"Wanted, healthy recipes that use local foods!" Schools are encouraged to participate in the Team Up for Local Foods Recipe Challenge by building teams, which must include students, a Family and Consumer Science educator, a school nutrition professional and a local producer. Teams are challenged to develop student-friendly recipes that use local foods, comply with meal planning requirements, and taste good. Teams must commit to the challenge by October 31, 2019 (extended deadline). Recipes must be developed and submitted by Tuesday, December 31, 2019. Incentives include training grants, personalized school banners, student chef jackets, and featuring of winning recipes in a recipe book. A 30-minute informational webinar is available at <https://youtu.be/VsSUftQITzo>. Contact Barb Depew at [bdepew@ksde.org](mailto:bdepew@ksde.org) to take the recipe challenge!

### Team Nutrition Resources

- School gardens can help grow healthy habits in cafeterias, classrooms and communities! Check out our [Garden Resources](#).
- USDA Standardized Recipes for the Child Nutrition Programs are now available on the Institute of Child Nutrition's [Child Nutrition Recipe Box \(CNRB\)](#).
- Access State-developed online resources and trainings that support current Federal regulations, policies, and guidance at the Institute of Child Nutrition's new [Child Nutrition Sharing Site](#).
- Request Free Copies of These Printed Resources
  - [Serving School Meals to Preschoolers](#)
  - [Serving School Meals to Preschoolers \(Spanish\)](#)
  - [Discover MyPlate Student Workbook](#)
  - [OVS Elementary School Lunch Poster](#)
  - [OVS Middle School Lunch Poster](#)
  - [OVS High School Lunch Poster](#)

### Sunflower Spotlights

**Sterling, USD 376**, has improved the bottom line with Innovative School Breakfast. The Junior High and High School began second chance breakfast this school year and are already seeing tremendous success. Last school year these schools were serving an average of 8 breakfasts per day. This year participation has soared, reaching up to 58 students per day. These schools are on track to serve more breakfasts by the end of this month than the entire 18-19 school year! This will be a potential increase of income of \$5,000 to \$9,000 for the food service department. Sterling was a recipient of the Share Our Strength and Midwest Dairy Council grant funding available during the 2018-19 school year.

Sandy Skucius, Food Service Director at **USD 376 Sterling** also celebrated local foods during Farm to School month. She has conducted an apple pie activity in the classroom with 5<sup>th</sup> graders for the last several years. Sandy explains, "What made this year special is that we used apples grown at the homes of two Sterling Grade School staff so they were really local apples *complete with worm holes!* The kids were soooo impressed with their pies and love the activity."

**Sacred Heart Elementary** in Dodge City is the recipient of the Sunkist Sectionizer donated by USDA to award in conjunction with completion of the Farm to School census within the first two weeks! This Sponsor was drawn during a random drawing of the 104 sponsors who had completed the census by October 4<sup>th</sup>. Pam Cooper, Food Service Director, was excited to receive the Sectionizer. She stated she is planning to put it to use right away.

**USD 413 Chanute** students, staff and administrators crunched into nearly 2,300 apples Wednesday morning October 16<sup>th</sup>. The Crunch Off was organized through KSDE Child Nutrition & Wellness to support National Farm to School Month. Students from Colorado to North Dakota, south to Kansas and east to Missouri competed to see which one could get the most “crunches” into a local apple. Terri Markham, Director of Child Nutrition and Wellness for USD 413, suggested that Chanute Public Schools participate, and school administrators jumped on board to organize the event at the Chanute Community Sports Complex. “I wanted the kids to realize how much the farmers impact our daily food and to thank the farmers for what they do so that we have food on our plates,” Markham said. With fresh apples that Markham purchased from Pome on the Range orchards at Williamsburg, KS, school employees and preschoolers through seniors each ate an apple to encourage healthy eating and support local agriculture in Kansas.

The event began at 8:05 a.m. when students began boarding buses to take them to the football stadium. About 30 minutes later CHS students walked across the parking lot as Chanute Elementary students began arriving, each taking an apple from the cases at the west gate and finding their spot on the football field yard lines. With music blasting from the press box, students kept the beat by jumping, wriggling, swaying and gyrating, which also served to keep them warm. News coverage is found at <https://www.koamnewsnow.com/news/mountain-big-crunch/1132822151>.

### **Personnel Update**

Join us in welcoming Dayna Kriley to the CNW team effective October 28th. She previously worked at the Hays Medical Center. She earned a BS in Dietetics from Kansas State University and a MS in Dietetics and Nutrition from the University of Kansas Medical Center. Welcome Dayna!

### **Grateful Thoughts**

School Nutrition Programs across Kansas nourish our children with nutritious, American-grown food that they need to learn in the classroom and work toward bright futures. By ensuring all students have access to well-balanced meals, we can help our youth maintain healthy lifestyles and help them achieve success in the classroom and beyond. The Child Nutrition & Wellness team is grateful for those who go above and beyond to ensure all children are able to focus on their education and development instead of worrying about their next meal.

**As always, if you have questions or concerns, please call or email your area Child Nutrition Consultant or any of the Topeka office staff.**

**Cheryl, Jill and Julie**