

Monthly Update



School Nutrition Programs

November 29, 2022

Distributed to the School Nutrition Program Authorized Representatives Listserv and the Food Service Directors Listserv and posted at www.kn-eat.org, School Nutrition Programs, What's New

Town Hall Tuesday at 2

- December – No Town Hall
- January – Town Hall for Supplemental/Summer PEBT discussion. Date and time will be announced in the December Monthly Update.

Verification Reminder

- **December 15** – Complete reporting of Post-Verification Results in KN-CLAIM.

To navigate to the Verification screens in KN-CLAIM, select School Nutrition Programs, Program Year 2023 and then click on the “Forms” tab on the Sponsor Summary page. For step-by-step instructions, the Verification Quick Reference Guide can assist you in completing the Post-Verification Worksheet correctly. Please download the guide at www.kn-eat.org, KN-CLAIM, SNP, Quick References, Verification.

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.

Verification Validation Service – New

The Post Verification Results page includes a data validation service. This allows users to check their data for any potential errors before the data is sent to USDA. Note: The October Claim must be filed before this service is available.

- Step 1: Once the correct number of applications has been entered on the Post Verification Results page in KN-CLAIM, a blue “Check Data” button will display. Click the “Check Data” button.
- Step 2: The results of the data check will be compiled into a Validation Report. Click on “View Validation Report” to review possible errors associated with the verification data.
- Step 3: Contact your Child Nutrition Consultant for assistance in resolving any data errors discovered during the data validation process.

New Updates to the USDA Food Buying Guide

The following new food yields are available: frozen cherries, frozen cauliflower rice, frozen diced carrots, frozen legumes (black-eyed peas, navy beans, and garbanzo beans), mini sweet peppers, and pearly farro. Additionally, a new feature is now available on the Food Buying Guide (FBG) for Child Nutrition Programs Interactive Web-based Tool and FBG Interactive Mobile App. Team Nutrition is excited to announce that this new feature allows a Favorites List and Compare Items List to be exported as an Excel file for ease of use. Team Nutrition appreciates receiving your comments on the FBG and works continuously to enhance the user experience. Explore the [Food Buying Guide](#) today.



Supply Chain Assistance Funds Update – Second and Third Rounds

Sponsors have received a grant award notification of funding for the combined Second Round and Third Round of the Supply Chain Assistance Funds. These funds do not have to be spent by the end of this school year and can remain available until fully used. Please respond by **December 2** to opt in to receive the funds.

Food Service Facts

Chapters 2 and 20 in Food Service Facts have been updated. All updates are highlighted in yellow so that changes can be easily tracked. The Smart Snacks in Schools Q & A has also been updated and is posted at www.kn-eat.org, SNP, Guidance, Smart Snacks in Schools (Smart Snacks FAQs).

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, 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.

Contracting with a Food Service Management Company Training, January 10th

An important training session for Sponsors considering contracting with a Food Service Management Company for SY 2023-24 will be held on January 10 from 9:00-11:00 am via Zoom. Join the training at <https://ksde.zoom.us/j/86550655101>.

Professional Development Opportunities

Don't miss any of the amazing upcoming training opportunities. Go to www.kn-eat.org, CNW Calendar to view all scheduled classes – dates, times and ZOOM links. Upcoming classes through Zoom include: Spring Back to School Food & Kitchen Safety Training Bundle on January 4 beginning at 8:30 am. Classes will include Food Safety Basics from 8:30-11:30 am, Intro to HACCP from 12:30-1:30 pm and Knife Handling Basics from 1:35-2:35 pm. Join at <https://ksde.zoom.us/j/82390635170>.

If you would like to schedule a ZOOM Inservice for your Sponsor or have questions about professional development, contact Kelly Chanay at kchanay@ksde.org.

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 less than an hour 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.



Spring Jump Start Your Success in School Nutrition Programs

If you missed the Fall 2022 Jump Start Your Success in School Nutrition Programs, make sure to join CNW for the Spring kick-off event on **January 12** in Salina. Jump Start will offer a blend of in-person, live virtual, on demand and personalized training opportunities for new and aspiring school food service directors and managers. This training opportunity is for those with less than three years of experience. Those with three years of experience or more may participate as a mentor.

The 2023 free, multi-week Jump Start program will offer real-time and immediately applicable training opportunities that are facilitated by CNW staff and mentors. Jump Start has been developed to incorporate personalized training and leadership development through mentoring opportunities and to encourage open-group discussion so participants can be actively involved in learning best practices from the field. Participants who complete the Jump Start program will develop the skills and knowledge needed for the successful operation of school nutrition programs.

Don't miss out on this great opportunity to jump start your success in School Nutrition Programs and join us for the spring kick-off event on January 12 from 9:00 am-3:00 pm at the Smoky Hill Education Service Center in Salina. For more information about Jump Start as a participant or mentor, contact Kelly Chanay at kchanay@ksde.org.

Healthy Kansas Plate Posters

The Healthy Kansas Plate Poster, based on USDA's MyPlate, was developed to assist Kansas schools and Sponsors in identifying the reimbursable meal and to assist in providing nutrition education to its participants. The Healthy Kansas Plate Poster are available in two sizes! The large poster is 27" x 39" and the small poster is 16" x 22". Both posters are coated with dry-erase film so that the components of the reimbursable meal can be written in the appropriate food group and then easily wiped off for the next meal. To request a poster, email Katy Hatch at khatch@ksde.org. Be sure to include the size and number of posters in your request.

Farm to Plate

KSDE 2022 USDA Farm to School Sub-Grant Application – Now Available

Up to \$10,000 in sub-grant funds is available per sponsor to assist in purchasing equipment that will support CNPs in preparing, packaging and merchandising grain products made from scratch. Consider baking equipment, tools, storage items, carts, etc. that may benefit your programs. The sub-grant application can be found at www.kn-eat.org, School Nutrition Programs, What's New. Applications are due December 16, 2022.

FY23 USDA Farm to School Grant Request for Applications

The FY 2023 USDA Farm to School Grant Request for Applications (RFA) is now available [here!](#) Applications are due by 11:59pm ET on January 6, 2023. USDA seeks to award up to \$12 million to expand access to local food. Schools and school districts, CACFP and Summer sponsors, Indian tribal organizations, State agencies, local agencies, non-profit organizations, and agricultural producers are encouraged to apply. Applicants may apply for grants of up to \$100,000 in one of the five grant tracks. State agencies or other eligible organizations proposing projects that are multi-state or national in scope may apply for up to \$500,000. Please contact sm.fn.farmtoschool@usda.gov with any questions related to this grant or RFA (and feel free to CC Allison (Alli) Bell at sm.fn.mpro.f2s@usda.gov).



Mountain Plains Crunch Off Results

Thank you to all sponsors who participated in the Mountain Plains Crunch Off! Kansas was the 3rd place winner for the 2nd year in a row with 37,691 participants following 1st place winner Nebraska and 2nd place winner North Dakota. Congratulations to Wichita Public School who held the second largest regional crunch event in the Mountain Plains Region. The Mountain Plans Crunch Off is a fun, interactive way to promote Farm to School Month.

No Kid Hungry Resources – New

What Do Teens Really Think About School Meals? Research has shown that youth thrive when they eat school and community meals, but there's a participation gap among teens compared with younger children. There's also a tendency to focus more on elementary-aged students when it comes to improving the school meals experience. At No Kid Hungry, we recognize the importance of tackling hunger from a variety of perspectives in order to ensure that all young people receive the benefits of child nutrition programs. That's why we need teenagers to take part in the conversation.

In May 2022, with the support and expertise of FM3 Research, we found out what middle and high school students think about school and community meals by interviewing 1,000 teens across the U.S. Our goal was threefold – (1) to better gauge teens' perceptions of school and community meals; (2) to determine if and how schools are working with teens to improve these programs; and (3) to find out how much teens want to be engaged in improving the school and community meals experience.

Managing Costs in School Nutrition Programs

A well-managed budget is important to maintaining a strong, stable child nutrition program. School nutrition departments are currently experiencing significant changes and frequent fluctuations in food and labor costs. This resource features tips for cutting costs and generating revenue, without sacrificing program quality. Learn tips and strategies for cutting food and labor costs along with tips for increasing your program's revenue generation.

Healthy Holidays!

As 2022 draws to a close, we send heartfelt thanks to you and your teams for the heroic efforts you have made to keep Child Nutrition Programs operating and providing healthy, nutritious meals for Kansas children...even during continued supply chain challenges and labor shortages!

Happy & healthy holidays from the Child Nutrition & Wellness team! Please call or email your area Child Nutrition Consultant or any of the Topeka office staff if you have questions or for technical assistance!

Cheryl, Karen & Kelly



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