

Monthly Update

School Nutrition Programs



August 31, 2023

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

Feeding Kids. Fueling Minds. Filling Hearts!

It is our honor and pleasure to welcome you back to School Year 2023-24. We are so proud of your work to provide quality school meals to Kansas kids!

September 28 (THURSDAY) Town Hall at 2 pm

Plan now to join KSDE for the September 28th THURSDAY Townhall at 2 pm using this link: <https://ksde.zoom.us/j/87204779621?pwd=NEhrcHloRjBobGtOZTJEWfJtR0tUQT09>. The agenda will include but not be limited to: Supply Chain Assistance Funds, Summer (Supplemental) P-EBT, Child Nutrition Program Integrity Final Rule and any other new USDA Guidance.

Save the Date for the October Town Hall meeting: Thursday, October 26 at 2 pm.

Verification Training – Important!

Plan now to have all staff members responsible for verification activities for your Sponsor attend the Verification Back to the Basics training on September 7 from 1:30 pm-3:30 pm. Join via this link: <https://ksde.zoom.us/j/88485836526?pwd=Z0h6bDh4QIRHUjZyMTMvcnk0ZnIldz09> Passcode: 320643

Summer (Supplemental) 2023 PEBT – Action Needed!

All school-aged students who were eligible to receive free or reduced-price meals at school through the National School Lunch Program at the end of the 2022-2023 school year are eligible to receive the Summer (Supplemental) 2023 PEBT benefit. This list should include students who graduated. All Sponsors are required to complete this excel spreadsheet listing students eligible for Free and Reduced Price Meals at the end of the 2022-2023 school year: [Summer 2023 Supplemental PEBT Excel Spreadsheet Template](#). Include students that were enrolled at the end of the 2022-2023 school year and were Directly Certified, Categorically Eligible or eligible by a Free and Reduced Income Application.

Sponsors must upload their spreadsheet directly to DCF through this secure link:

<https://www.dropbox.com/request/dnqfFTnB2sgMLqg6BCj0>. A box will display with a button saying “Add Files”. After clicking the button, the user will have the ability to select the file for upload. When the process is complete, a “Finished Uploading” message will display. **Sponsors can start uploading files now and are encouraged to upload as soon as possible. DCF cannot receive any files after 10/13/2023.** If a sponsor is unable to meet the deadline, those students will not be included in the auto-issued PEBT benefit and will need to apply when the application opens in February. Additional information about Summer (Supplemental) 2023 PEBT can be found on the DCF website at: www.dcf.ks.gov/Pages/P-EBT.aspx.

Indirect Cost Rates

Indirect Cost Rates for 2023-2024 are posted at <https://cnw.ksde.org>, SNP, What's New. Food service uses the unrestricted rate in the last column. The rate for private schools is 10%.



Supply Chain Assistance Funds – Fourth Round

A grant award notification of funding for the Fourth Round of Supply Chain Assistance Funds will be provided to all Sponsors once September 20 enrollment data is audited and made available. USDA has indicated that another attestation statement is not needed if the Sponsor has signed an Attestation previously for Supply Chain Assistance funds. The only action needed will be for those Sponsors who do not want to accept the Fourth Round of Supply Chain Assistance Funds to return the Grant Award notification and indicate they are opting out. More details will be provided during the September Town Hall meeting and in the September Monthly Update.

Child Nutrition Program Integrity Final Rule

On August 23, 2023, USDA's Food and Nutrition Service (FNS) published a final rule, *Child Nutrition Program Integrity*. The final rule impacts the National School Lunch Program (NSLP), School Breakfast Program (SBP), Special Milk Program (SMP), Summer Food Service Program (SFSP), and the Child and Adult Care Food Program (CACFP). The rule finalizes provisions which strengthen program integrity while providing State agencies targeted flexibility to adapt oversight to meet their unique program circumstances. The final rule is available in the [Federal Register](#).

FNS has released **SNP 21-2023, "Initial Implementation Memorandum: Child Nutrition Program Integrity Final Rule."** This memorandum and attachment provide an overview of the final rule to assist State agencies as they implement the provisions of the final rule. As KSDE learns more about the provisions, information will be provided to you!

Kansas Online Free and Reduced Price Meal Application – Reminder

KSDE has discontinued use of the Barracuda secure email service to deliver the Online Free and Reduced Meal Applications via secure email. You can now download submitted Kansas Online Free and Reduced Price Meal Applications directly from KN-CLAIM, under the Forms tab of the Sponsor Summary. You will still receive an email notifying you that an application is in KN-CLAIM for you to retrieve. After logging into KN-CLAIM, under the Forms tab you will see the following message providing instructions:

"As of July 31, 2023, KSDE is no longer using the Barracuda Secure Email service for delivering online applications for free and reduced-price meals. Submitted applications are now available for download from KN-CLAIM."

How to Use

If you have applications to download, they will be listed below, ordered from oldest to newest. Click on the 'Download' button to retrieve an individual application. **Once you have downloaded the application, click the 'Delete' button to remove it from the list. Please note that KSDE cannot recover an application once it has been deleted. KSDE will remove any application that is more than thirty (30) days old."**

Contact your area Child Nutrition Consultant or the Topeka office at 785-296-2276 if you have questions.

Administrative Reviews SY 2023-24

The list of Sponsors that will be scheduled for a School Nutrition Program Administrative Review is now posted at <https://cnw.ksde.org>, SNP, SNP Food Service Facts, Chapter 15 Reviews & Audits, Guidance and Resources, Scheduled Administrative Reviews SY 2023-24. A training session for Sponsors receiving a review this year will be held on September 19 at 2 pm. Join via this link: <https://ksde.zoom.us/j/82250578411?pwd=VzUzYIRHODJ0dUpSMk5meGhGbW5MUT09>



Excess Cash Balance – Food Service Fund

To maintain the nonprofit status of the Food Service Fund, the fund balance or net cash resources of the fund should not exceed three (3) months' average expenditures. If the balance exceeds this threshold, the sponsor must take steps to reduce the balance or have an acceptable plan for using surplus revenues. **KSDE will notify Sponsors who have exceeded the threshold in September to develop a plan.** The plan must be reviewed and approved by KSDE. Only allowable expenses to the Food Service Fund are approvable. **Due to the uncertainty of costs and participation in school meal programs for SY 2023-24, Sponsors that have excess cash balances will be allowed to indicate that higher food and labor costs paired with lower reimbursement rates and uncertain participation may impact the food service fund and can be used as acceptable reasoning on a spend down plan.**

Reminder – The Annual Financial Report was to be completed by August 15th. If you have not completed, please do so as soon as possible!

HACCP Help

September is National Food Safety Education Month. Help create a culture of food safety in the school nutrition program environment, as well as the greater school community. Food safety education resources are available at <https://www.fightbac.org/nfsem/>. Each year during National Food Safety Month, KSDE develops a 'HACCP Help' newsletter to provide important updates and answers to common food safety questions. The 2023 Edition of HACCP Help is posted at <https://cnw.ksde.org>, SNP, Food Service Facts, Chapter 22 Food Safety & Sanitation, HACCP Guidance & Resources, HACCP Help - September 2023. Reminder: Food Safety Basics Training is offered monthly via Zoom. For Food Safety questions, email Holly Steinlage at hsteinlage@ksde.org.

Celebrate National School Lunch Week – October 9-13, 2023

Let's get ready for #NSLW23! Created by President John F. Kennedy in 1962, National School Lunch Week (NSLW) was established to promote the importance of a healthy school lunch in a child's life and the impact it has inside and outside of the classroom. Celebrate with special menus, events, and activities, all with the goal of:

- Increasing student participation
- Spreading the message that you are serving healthy, delicious lunch at school
- Earning media coverage from local papers, TV stations and bloggers

This year's theme, **"Level Up with School Lunch"**, highlights the importance of a healthy school lunch to student's success both in and out of the classroom. SNA has created resources to help you plan your celebration available at <https://schoolnutrition.org/about-school-meals/national-school-lunch-week/#resources>.

Professional Development Opportunities

Many opportunities for learning are available for School Nutrition Program Sponsors. Go to <https://cnw.ksde.org>, Training, CNW Calendar to access the class list with dates, times and ZOOM links. Training is also offered through the KSDE Training Portal 24/7. New to the portal: At-Risk Afterschool Meals, Utilizing the Kansas Online Application for Free and Reduced-Price Meals tutorial and Determining Eligibility.

Culinary Quick Bite Features Wheat Berries

Check out the KSDE YouTube Playlist for the August 2023 Culinary Quick Bite featuring wheat berries at: https://www.youtube.com/playlist?list=PLd_2hYclboc_QUbcdjw6GfQP7i2Zv2MHM.



CACFP At-Risk Afterschool Meals – Training Available

CACFP At-Risk afterschool meals and snacks can be served to children located in low-income locations. Sponsors and sites interested in being reimbursed for a supper and/or snack served after the school day can learn more by taking the training through the KSDE Training Portal. It is posted at <https://learning.ksde.org>. For more information, call 785-296-2276 and ask for Laura.

Spanish Kansas Food Safety in Schools Training

The 8-hour Kansas Food Safety in Schools training will be taught in Spanish on Friday, October 20 in Dodge City. Contact Holly Steinlage at hsteinlage@ksde.org for details and to register.

Food Service Management Company (FSMC) Fall Monitoring Training – September 14

All sponsors contracting with a Food Service Management Company are strongly encouraged to participate in the FSMC Fall Update & Monitoring Training on September 14th at 2:00 pm. Join the webinar at <https://ksde.zoom.us/j/82780084989?pwd=Z3lxWnAzUGp5bDd2RXpXeWg5djVFQT09>. This training will provide updates for the 2023-24 school year as well as review sponsor responsibilities for monitoring FSMC contracts.

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. Read Chapter 5 in Food Service Facts and/or use the Annual “Front-Line Staff” training handout posted under Resources and Guidance to conduct a training session. Child nutrition professionals can also individually take the online Civil Rights Compliance in Child Nutrition Programs for professional development credit found on the KSDE Training Portal (<https://learning.ksde.org>). Be sure to keep documentation of civil rights training on file. Training rosters must also be uploaded annually during Program Renewal.

Formula Grant Survey

We need your feedback! This short (less than 5 minute) survey will inform the CNW Farm to Plate team of local food purchasing in School Nutrition Programs across the state. This information will be used to develop new resources, trainings, and strategies to assist schools in increasing local foods served in program meals. Take the survey here: https://ksde.sjc1.qualtrics.com/jfe/form/SV_411twq0CB5OB8HA

New Spanish Resources Available from Team Nutrition!

The Crediting Fruits, Meats/Meat Alternates, and Milk in the Child Nutrition Programs Tip Sheets are now available in Spanish. These are the first three in the Crediting in the Child Nutrition Programs tip sheet series in Spanish. These simple tip sheets highlight the basics of crediting for these three meal components across all Child Nutrition Programs. Access the three tip sheets in Spanish today at <https://www.fns.usda.gov/es/tn/crediting-tip-sheets-child-nutrition-programs>

School Lunch Menu E-Poster

USDA’s Team Nutrition is excited to announce the release of the new School Lunch Menu E-Poster. This resource is designed for school nutrition programs to display daily lunch menu options and remind students to eat a variety of foods while building a reimbursable meal. The fillable pdf file can be used for electronic message boards, webpages, and social media or can be printed and displayed in sign holders. To view and/or download, please visit: <https://www.fns.usda.gov/tn/todays-lunch>.



Regional Farm Tours – Registration Now Open

The KSDE Child Nutrition and Wellness team is excited to host regional Farm Tours across Kansas. Tour participants will ride on a bus to visit farms and hear from food partners about sourcing Kansas products. Sponsors attending the tours will receive education, resources, networking, and inspiration to incorporate local products into Child Nutrition Program menus. The Farm Tours are free to attend and will take place in the Northeastern, South Central, and Northwestern regions of Kansas. A free local foods lunch will be served at an area school as part of the tour.

Northeast Kansas: Begins and ends in Lawrence, Kansas on September 29 from 8 AM – 4:30 PM

- Tour will include Juniper Hill Farms (Lawrence, KS), Lawrence Public Schools School Gardens and local lunch at Lawrence Public Schools (Lawrence, KS), JET Produce and Meats (Leavenworth, KS), and lunch presentation from the KC Food Hub.

South Central Kansas: Begins and ends in Haven, Kansas on October 6 from 8 AM – 4:30 PM

- Tour will include Teck Farms (Hutchinson, KS), Pretty Prairie School Farm and local lunch at Pretty Prairie Schools (Pretty Prairie, KS), Basinger's Beef (Pretty Prairie, KS), Eck Agriculture (Kingman, KS), and lunch presentation from Stafford County Flour Mill.

Northwest Kansas: Begins and ends in the Oberlin/Grinnell/Hoxie, Kansas area on October 13 from 8 AM – 4:30 PM

- Tour will include Hot Spot Produce (Oberlin, KS), 4B Farms (Grinnell, KS). Additional location and speakers to be determined.

Click the following link to register: [CNW Fall 2023 Regional Farm Tour Registration \(qualtrics.com\)](https://www.qualtrics.com/jfe/form/SV_3Cw1w1Uz2WwKL0W)
Registration will be open until September 22.

The 5th Annual Mountain Plains Crunch Off – October 2023

This year's registrants can crunch on not only apples, but ANY local crunchable produce! Kansas is participating in the Mountain Plains Crunch Off with seven other regional states. The Kansas goal is 50,000 crunches statewide. Our regional goal is 230,000 crunches. Celebrate with local produce any day, September 29th–October 31st, to participate in the crunch off. Make your event plans and register at https://ksde.sjc1.qualtrics.com/jfe/form/SV_3Cw1w1Uz2WwKL0W. Resources for crunch off events can be found at <https://cnw.ksde.org>, Farm to Plate, What's New. Crunchable local produce can be found in many places – school/childcare gardens, farmer's market, local distributors or <https://shopkansafarms.com/map/>. If you have any questions, please contact Barb Depew, Farm to Plate Project Director at bdepew@ksde.org or Eryn Davis, Farm to Plate Project Coordinator at edavis@ksde.org.

Turnip the Beet 2023 Nomination Packet

The United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) is pleased to share the availability of the [Turnip the Beet 2023 Nomination Packet](#). The Turnip the Beet Award recognizes outstanding summer meal program sponsors across the nation who work hard to offer high quality meals to children that are appetizing, appealing, and nutritious during the summer months. Please consider applying for a Turnip the Beet award. More information can be found on the [Turnip the Beet webpage](#) or by contacting Barb Depew at bdepew@ksde.org or Eryn Davis at edavis@ksde.org.



Kansas Safe Routes to School

The Kansas Department of Transportation will be hosting its first Walk Bike Roll Kansas Active Transportation Summit and Safe Routes to School (SRTS) workshop September 20-22, 2023 in McPherson, KS at the McPherson Community Building to unveil and begin implementation of the recently published Kansas Active Transportation Plan and launch a new model for SRTS in Kansas. Attendance to the SRTS workshop on Friday, Sept. 22 is free. At the SRTS workshop, KDOT will reveal the new SRTS logo and website, and release a call for SRTS planning, education, and programming projects. For more information and to register, go to [WalkBikeRollKS.com](https://www.kdot.gov/bureaus/burtrafficing/sztoolbox/safe_routes_to_school.asp). A limited number of [travel scholarships](#) are available. District and school staff will be joined by other transportation professionals, advocates, and community members from across the state to learn, collaborate, and build valuable partnerships to improve walking, biking, and rolling throughout Kansas. For more information visit: https://www.kdot.gov/bureaus/burtrafficing/sztoolbox/safe_routes_to_school.asp or contact: Ann Marie Katt, Safe Routes to Schools Coordinator at (785) 296-3873; Ann.Katt@ks.gov.

Kansans Can Best Practice Awards 2022-2023

The Kansans Can 2022-2023 Best Practice Awards were presented by Cheryl Johnson, Child Nutrition and Wellness (CNW) director for the Kansas State Department of Education (KSDE), during the Aug. 8 Kansas State Board of Education meeting in Topeka. This was the sixth year for the awards.

Logan USD 326 received the Kansans Can Serve Local Foods Award. They implemented a Farm to Plate sub-grant from KSDE as part of a USDA Farm to School grant. The district's objective was to educate students as to where their food comes from and give them a sense of ownership as they were allowed to grow their own food that was then used for school meals. Logan USD 326 used grant funds to purchase grow lights for garden towers, which allowed students to increase the amount of produce grown. They also purchased a compost bin and a commercial dehydrator. "Logan is a leader in serving local, quality foods in school meals and in teaching students where their food comes from," Johnson said. "They are a mentor and inspiration to many other districts throughout the state showing that Kansans Can serve local foods in child nutrition programs."

DeSoto USD 232 received the Kansans Can Serve Local Foods Award. They celebrated Farm to Fork Friday each Friday from August through October during the 2022-2023 school year. Every Friday, a different local produce item was sourced from local farms and served at lunch through the Kansas City Food Hub – a farmer cooperative wholesaler and retailer that partners with 30 local farmers. Produce served included watermelon, grape tomatoes, sweet peppers, cucumbers, Fuji apples, romaine, and sweet green peppers. Farmer information cards were posted during the lunch meal service so students could see where the produce came from.

Lansing USD 469 received the Kansans Can Impact Wellness award. The district has an active wellness committee that meets regularly. As a team, the committee has set goals to impact wellness within Lansing USD 469. Goals include increasing visibility and interest within the community around creating a healthier school environment and incorporating social-emotional wellness into the wellness policies. "KSDE CNW supports schools in their wellness policy implementation by offering wellness coach visits to school districts," Johnson said. "The wellness coach that assisted Lansing ... was impressed with the work of this diverse community and how their strong policies and practices are truly impacting wellness in the Lansing schools and communities."



Congratulations to Kansas Awardees of the Healthy Meals Incentives Grants for Small and/or Rural School Food Authorities

As part of a cooperative agreement to develop and implement the USDA Food and Nutrition Service's (FNS) [Healthy Meals Incentives Initiative](#), Action for Healthy Kids (AFHK) has announced it is awarding nearly \$30 million in grants to 264 SFAs across 44 states and the District of Columbia. These funds are being provided by USDA FNS. **Congratulations to Atchison Public Schools and Burlingame Unified School District for being awarded Healthy Meal Incentive Grants!**

Happy 20th Birthday Body Venture

The Child Nutrition & Wellness team is excited to announce the debut of a new and updated Body Venture health education exhibit. This will be the 20th year that the CNW team has made this learning experience available. It started as Body Walk and has had a name change and several makeovers during the 20 years it has been educating students across Kansas, but the message has remained the same – Eat Smart and Play Hard! The Body Venture schedule is full for the 23-24 school year, but you are welcome to contact Child Nutrition & Wellness to add your school to the waiting list!

Lifting Up School Meals

USDA has developed resources to assist School Nutrition Operators to *Lift Up School Meals* during SY 2023-24. Resources include:

- [Media Toolkit](#): Includes videos, social media content, flyers, fact sheets, and b-roll
- [School Meals Webpage](#): Hub for all things school meals
- [Support for Schools](#): Webpage highlighting financial support, such as grants and extra food funds, provided to schools for their meal programs.

Key messages include:

1. Nutritious school meals help America's children learn, grow, and stay healthy.
 - School meals are a proven tool for giving kids the nutrition they need for a bright future.
 - School meals are the main source of nutrition for over half of children.
 - Research shows that school meals are the most nutritious food source for American children, thanks in large part to the efforts of school nutrition professionals as well as partners, parents, the food industry, and USDA to best support children's health and well-being.
2. School nutrition professionals and their partners work tirelessly to ensure children have access to healthy school meals. USDA celebrates their hard work and dedication and remains committed to doing all we can give them the support they need to succeed.
3. When all students have access to healthy school meals at no cost, more children are fueled for learning and development.
 - Supporting education is critical for our nation's future; yet research clearly shows that children cannot focus on learning if they are hungry.
 - The nutrition kids receive during the school day is just as important to their future as the lessons they are taught in the classroom. We can't expect kids to learn and achieve if they aren't properly nourished.
 - We need to ensure that nutritious, appealing meals are an integral part of the school day so that every child has the nutrition and energy they need to power their learning.
 - Schools offering healthy school meals at no cost to all students report that it reduces stigma, helps families on the cusp of qualifying, reduces administrative burden, promotes equity, and gives parents financial relief as they manage their food budgets and the many other costs it takes to raise and nurture their children.



4. As you're talking to parents directly about school meals, or working with organizations that work with parents directly, it's also an opportunity to flag for them other programs their families might be eligible for.
 - For example, as many of you may know, families have had to renew their Medicaid and CHIP coverage for the first time since the start of the pandemic. Back to School conversations are also an opportunity to make sure families know how to renew their Medicaid coverage.

Welcome Back and THANK YOU!

Welcome back to school! What a great opportunity we have, to fuel the success of Kansas' future! The Child Nutrition & Wellness team appreciates and sends sincere thanks to all dedicated Kansas Child Nutrition Professionals for the great work you have always done and will continue to do this school year! Together we will *Lift Up School Meals* and keep #FuelingKSKids!

As always, if you have questions or we can help in any way, please call your area Child Nutrition Consultant or the Topeka office.

Cheryl, Karen, and Kelly



For more information, contact:

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