

Monthly Update



School Nutrition Programs

March 6, 2024

Distributed to School Nutrition Program Authorized Representatives and Food Service Directors via Email and posted at <https://cnw.ksde.org>, School Nutrition Programs, SNP Monthly Updates

Town Hall Thursday at 2 on March 21

Agenda items for the March Town Hall include Summer Food Service Program (SFSP) renewal training and administrative updates. Join the meeting on March 21 at 2:00 pm at this link:

<https://ksde.zoom.us/j/87204779621?pwd=NEhrcHloRjBobGtOZTJEWfJtR0tUQT09>

Meeting ID: 872 0477 9621. Passcode: 746337

Payment Clarification

- All claims for reimbursement in “Approved” status by COB on Thursday, March 7, 2024, will be paid on Friday, March 15, 2024.
- Fresh Fruit & Vegetable Program (FFVP) claims in “Approved” status by COB on Monday, March 25, 2024, will be paid on Friday, March 29, 2024.

Supply Chain Assistance Funds – Round 4

The fourth round of supply chain assistance funds will be processed at the end of March. Sponsors electing to receive the fourth round of funds can expect to receive payments soon.

Important! Community Eligibility Provision Notification Reporting Required

Using **April 1** data, **ALL SPONSORS** except RCCIs are **required** to:

- Go to <https://cnw.ksde.org>, KN-CLAIM, SNP, Program Year 2024, Forms, Community Eligibility Provision Notification to enter the required data.
- Enter the total number of students Directly Certified for the entire Sponsor (Include Food Assistance, Temporary Assistance for Needy Families, Foster, and Medicaid Free from the Direct Certification list, as well as students certified as Migrant, Homeless, Runaway, Head Start or Even Start, and Non-applicants approved by local officials. **Do not include Medicaid Reduced.**
- Enter the number enrolled with access to school meals for the entire Sponsor. Do not include virtual students or students that attend a half day without access to a meal.
- After entering the Sponsor information, click “Save” to calculate and display the percentage of Identified Students. The appropriate checkbox will indicate if the Sponsor is eligible or potentially eligible to participate.
- Next, enter each site’s number of Directly Certified and enrollment with access to school meals by clicking on the edit pencil next to each site’s name.
- Click the blue save icon to calculate, display the percentage of Identified Students and SAVE the site information. The appropriate checkboxes will indicate the eligibility status for each site.
- Data must be entered by **April 15** so that a list of Sponsors and Sites eligible to participate can be provided to USDA.
- Sponsors with at least one site eligible to elect participation in the Community Eligibility Provision will be notified and provided detailed information.
- Current deadline to elect the Community Eligibility Provision is June 30, 2024.



Updated Community Eligibility Provision (CEP) Resources

USDA Food and Nutrition Services (FNS) has released updated Community Eligibility Provision (CEP) resources for State and local Program operators. The resources were updated primarily to reflect changes made to CEP due to FNS' Final Rule, *Child Nutrition Programs: Community Eligibility Provision – Increasing Options for Schools*, effective on October 26, 2023. Revisions were also made to improve clarity and to reflect other changes in CEP since these resources were originally published. The resources below will be available at the CEP Resource Center on the FNS website at: <https://www.fns.usda.gov/cn/community-eligibility-provision-resource-center>.

USDA School Food Authority (SFA) Survey on Supply Chain Disruption and Student Participation Survey

The 2023-24 School Food Authority (SFA) Survey on Supply Chain Disruption and Student Participation is coming to a close! Remember, it is important that **all** SFAs – public, charter, and private – fill out the Survey. Your participation is vital to providing FNS with information they need to support school districts. Please take advantage of this opportunity to share your experiences from this school year and communicate the specific issues you are facing in your community directly to FNS. **If you haven't already completed the 2023-24 Survey, please do it as soon as possible! We are trying to complete all data collection by March 11, 2024.**

Decision Information Resources, Inc. (DIR) sent your SFA's personalized survey link by email from noreply@qemailserver.com. If you need your link sent to you again or if you have any questions about this survey, please [submit an inquiry](#) to the survey team at DIR. For additional information, please review the "[Frequently Asked Questions](#)" document. Thank you in advance for your support of the 2023-24 Survey and your participation in this important effort.

Request to Use Electronic Transactions in Child Nutrition Programs

Sponsors who wish to use an online Enrollment & Income Eligibility Form or accept electronic signatures on any child nutrition form, including the Consent for Disclosure, must complete annually the Request to Use Electronic Transactions in Child Nutrition Programs form located in Chapter 7 of Food Service Facts. A webinar explaining the review process is available on the KSDE Training Portal at <https://learning.ksde.org>, Child Nutrition & Wellness, Child Nutrition Programs (General Classes), 2024-2025 Request to Use Electronic Transactions.

School Breakfast Waivers

Eating breakfast is one of the best ways to ensure students are healthy and able to achieve their full potential. All Kansas public schools are required by State law to participate in the School Breakfast Program unless they meet certain criteria and receive an annual waiver from the Kansas State Department of Education. Waiver Request forms for SY2024-2025 can be requested by contacting Arleen Anderson at aanderson@ksde.org or 785-296-2276 and are due by April 15.

Afterschool Snack Program (ASP)

Sponsors participating in the ASP must review each site two (2) times per year. The first review must occur during the first four (4) weeks that the site is in operation each school year and the second review must be completed at some point during the school year. Use the Afterschool Snack Program On-Site Monitoring Form for documenting ASP site reviews. The form can be found at <https://cnw.ksde.org>, SNP, Food Service Facts, Chapter 26, Related Forms.



Administrative Review Results Available

The results from Administrative Reviews are posted at www.ksde.org, Data Central, Child Nutrition & Wellness Reports, Administrative Review Findings, and Administrative Review Commendations.

Child Nutrition Programs Income Eligibility Guidelines

The Child Nutrition Programs Income Eligibility Guidelines are used in determining eligibility for free and reduced-price meals and free milk. The Federal Register Notice announcing the guidelines for the period from July 1, 2024 through June 30, 2025 was published on February 28, 2024. They are available at: [Federal Register :: Child Nutrition Programs: Income Eligibility Guidelines](#).

Procuring Local Meat, Poultry, Seafood, Game and Eggs for Child Nutrition Programs - REVISED SP 01-2016, CACFP 01-2016, SFSP 01-2016

Questions and answers providing guidance for procurement and inspection requirements for local meat, poultry, seafood, game, and eggs have been revised.

Revised Crediting Tofu and Soy Yogurt Products in School Meals SP 02-2024, CACFP 02-2024, SFSP 02-2024

This memorandum provides updated guidance on crediting tofu and soy yogurt products in the Child and Adult Care Food Program and extends previous guidance on crediting tofu and soy yogurt products to the Summer Food Service Program, as well as to the infant meal pattern in the Child and Adult Care Food Program.

Seamless Summer Option (SSO) or Summer Food Service Program (SFSP) 2024

Summer Meals Programs are designed to fill the nutrition gap that occurs in summer and make sure children can get the nutritious meals they need. Many sites provide not just meals, but educational, enrichment and recreational activities that help children continue to learn and stay safe when school is not in session. Summer meals act as a “magnet” to draw children to activities and activities draw children to summer meals. Meals can be served at a variety of locations, including schools, camps, parks, recreation centers, YMCAs, Head Start Centers, Community Action Agencies, Boys and Girls Clubs...and many other places.

For questions about the SFSP or the Seamless Summer Option (SSO) for School Nutrition Program (SNP) Sponsors only, a Summer 2024 Comparison Chart has been developed to assist Sponsors to explain options and is posted at <https://cnw.ksde.org>, SNP, SNP What's New. Contact our office at 785-296-2276 or your area KSDE child nutrition consultant to discuss options for Summer 2024. SFSP applications are due May 1. See below for Summer Food Service Program training opportunities.

SFSP Administrative Training – March 27

Are you planning to offer meals through the Summer Food Service Program (SFSP) this summer? If so, join KSDE on Wednesday, March 27 from 1:00-4:00 pm for SFSP Administrative Training via live Zoom at the following link: <https://ksde.zoom.us/j/86448106303?pwd=eXF2ZjNVYW9CbUEExSElqeWp5OGN0QT09> (Passcode: 416571). For those unable to attend the live training, a recording will be made available on the KSDE Training Portal at a later date. **All new and returning sponsors must have at least one representative complete** this administrative training to operate the SFSP in summer 2024.



Summer Non-Congregate Meals Training – March 28

If your sponsor is planning to offer non-congregate meals through the Summer Food Service Program (SFSP) or the Seamless Summer Option (SSO) in summer 2024, **at least one sponsor representative must attend the Summer Non-Congregate Meals Training** on Thursday, March 28 from 2:00-3:00 pm. The training will be offered live via Zoom at the following link:

<https://ksde.zoom.us/j/89544189590?pwd=ckVtSVZTWlluUDJ6Y3JreTQ5RGJtZz09> (Passcode: 923074).

Non-congregate meal service is defined by USDA as “a food service at which meals are provided for children to consume all of the components off site”. This training will explain requirements for operating non-congregate meal service sites based on new USDA guidance. For those unable to attend the live training, a recording will be made available on the KSDE Training Portal at a later date.

FSMC Renewal Training – April 4

Sponsors that are planning to renew their FSMC contract for the 2024-25 school year should plan to attend the FSMC Renewal Training scheduled for Thursday, April 4 from 9:30-10:30 am. This training will discuss the contract renewal process as well as remind sponsors of their contract monitoring responsibilities. To access this training, use the following link:

<https://ksde.zoom.us/j/82968461719?pwd=RHRteHZmdnNzYVoMHJoUC83Y2pCZz09> (Meeting ID: 829 6846 1719 Passcode: 007138). A recording of the training will be made available for sponsors unable to attend the live virtual training.

Fresh Fruit & Vegetable Program

The application to participate in the Fresh Fruit & Vegetable Program (FFVP) for school year 2024-25 is available at <https://cnw.ksde.org>, SNP, SNP What's New. The FFVP provides all children in participating elementary schools with a variety of free fresh fruits and vegetables throughout the school year. It is an effective and creative way of introducing fresh fruits and vegetables as healthy snack options. Participation in the FFVP is limited to elementary schools, with priority given to schools with the highest percentage of students eligible for reduced price or free school meals. To apply for the FFVP, complete the application and return it to KSDE no later than May 24, 2024. Schools selected to participate will be notified this Summer. Participating schools will be reimbursed for their documented expenses on a monthly basis. If you have any questions, please contact Karen Seymour or Arleen Anderson at 785-296-2276 or email aanderson@ksde.org.

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. Upcoming trainings include Managing Food Allergies on March 6 from 2-3 pm, Food Safety Basics on March 20 from 2-5 pm, and Controlling Costs in the Kitchen on April 10 from 8:30 am-3:30 pm.

Online Professional Development – Classes and Tutorials

CNW staff continue to develop new interactive online trainings and tutorials that can be accessed free of charge 24/7 via the KSDE Training Portal. Accounts can be created at <https://learning.ksde.org>. For detailed instructions on creating an account, go to <https://cnw.ksde.org>, Training, How to Create Online Account. New to the portal this month are 2024 Wellness Wednesdays: Food & Mood and 2024 Wellness Wednesdays: Supporting Health & Wellness Through Gardening.



Local Foods Culinary Training

Celebrate National Nutrition Month by participating in Local Foods Culinary Training! Available on the KSDE Training Portal, this 2-hour training features Kansas products and producers, gives helpful information on how to implement Farm to Plate in Kansas Child Nutrition Programs, and provides recipes and culinary tips for incorporating the Kansas products featured in the training into local menus! Each school kitchen with a staff member completing the training is eligible to receive a culinary toolkit consisting of dough cutter, wire whisk, digital scale, and blender (1 kit per school kitchen). Instructions for completing the survey to receive the toolkit is posted at the end of the online training. Go to <https://learning.ksde.org> to access this training.

Celebrate National Nutrition Month in March!

National Nutrition Month®, celebrated each year during March, focuses on the importance of making informed food choices and developing sound eating and physical activity habits. This year's theme is **"Beyond the Table"**, which addresses the farm-to-fork aspect of nutrition, from food production and distribution to navigating grocery stores and farmers markets — and even home food safety and storage practices. It also describes the various ways we eat — not only around a dinner table, but also on the go, in schools and restaurants, at games and events. This theme also includes sustainability, for instance, decreasing food waste from school and work to home and beyond. [50 Ideas to Get Involved in National Nutrition Month® \(eatright.org\)](#) is now available. Eating with sustainability in mind is a tasty way to nourish ourselves during every phase of life and protect the environment. Discover more ways to implement Farm to Plate by exploring the resources listed in this update.

National Ag Day – March 19th

National Ag Day is about recognizing - and celebrating - the contribution of agriculture in our everyday lives. The National Ag Day program encourages every American to:

- Understand how food and fiber products are produced.
- Value the essential role of agriculture in maintaining a strong economy.
- Appreciate the role agriculture plays in providing safe, abundant, and affordable products.

Read more about National Ag Day at: [National Ag Day | HOME](#)

Harvest of the Month

Harvest of the Month will be launching soon! Kits including a poster, window clings and stickers for each month will be available, as well as downloadable resources from the CNW website including recipe cards, a newsletter, table tent, morning announcement template and a video. To request a Harvest of the Month Kit, email CNW@ksde.org.

Farm to Plate Newsletter

The Farm to Plate Newsletter has officially launched! The newsletter includes CNW Farm to Plate Updates, News from organizations around the state regarding Farm to School, Local Tip of the Month, Frequently Asked Questions, and more. To subscribe to the Farm to Plate Newsletter, email Eryn Davis at edavis@ksde.org

Save the Date – Shop Kansas Farms Market of Farms

The next Shop Kansas Farms Extravaganza will be held Saturday, March 9, 2024, at the Caldwell Community Building in Caldwell, KS. Vendors from across the state will be selling beef, pork, poultry, eggs, and more! This is your chance to connect with producers and ranchers for local food sources.

[Events | Shop Kansas Farms | Brought to you by Kansas Farm Bureau](#)



A New Look for the USDA Professional Standards Training Tracker Tool (PSTTT)

The USDA Professional Standards Training Tracker Tool (PSTTT) has a new look with graphic images of training statistics. Employee users can quickly view their progress to meet annual training requirements with a graphic that shows the hours completed, hours remaining, and total hours required. Managers and directors can view the progress of their employees with a graphic that shows the percentage of employees who have completed all required training hours, completed at least 50% of their hours, and completed less than 50% of their hours. The updated PSTTT also includes a graphic showing historical completion information from previous years. Explore the [USDA Professional Standards Training Tracker Tool](#) today!

Child Nutrition & Wellness KANSANS CAN 2023-24 Best Practice Awards

We encourage you and your staff to make nominations for outstanding and/or innovative practices for recognition of your heroic efforts this past program year. A simple one-page nomination entry form is available at <https://cnw.ksde.org>, SNP, SNP What's New. Nominations are due to the Child Nutrition & Wellness office on or before June 30, 2024. Awardees 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 any Child Nutrition & Wellness team member if we can be of assistance with the application process. We look forward to receiving your nominations and celebrating the Kansans CAN Best Practice Awards with you at the August 2024 State Board of Education Meeting.

Spring Reminder

Please let your area consultant know of upcoming retirements so Child Nutrition & Wellness can recognize them with a letter and certificate.

Join the CNW Team

The CNW team has the following position openings: Child Nutrition Consultants – field (2 positions) and Topeka office (1) and part-time Body Venture Consultant. For more information or to apply, go to: [Careers \(ks.gov\)](#).

As always, please call or email your area child nutrition consultant or the Topeka office with any questions. The CNW team is always happy to assist!

The CNW Team



For more information, contact:

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