

# Food and Nutrition Services

## 2014 SUMMER TRAINING

### CLASS SCHEDULE

<b>8:00 a.m.</b> Registration ( <i>Light refreshments will be offered.</i> )	<b>Noon</b> Lunch with Civil Rights Presentation
<b>8:30 a.m.</b> State Agency Welcome and Comments	<b>1:00 p.m.</b> Afternoon Session
<b>9:15 a.m.</b> First Morning Session	<b>2:30 p.m.</b> Evaluations and Certificates of Attendance
<b>10:45 a.m.</b> Second Morning Session	

### CLASS DESCRIPTIONS

#### **Afterschool Snack Program**

Children are at their best when they're healthy, both physically and mentally. Schools can help make this happen by offering students a nutritious snack while taking part in education or enrichment activities. This session will provide up-to-date information about the After School Snack Program. Topics such as applying for the program, site eligibility, and the USDA After School Snack meal pattern will be discussed as well as education and enrichment activities. All LEAs currently in the program or interested in the program are encouraged to attend this session.

#### **Community Eligibility Provision**

The Community Eligibility Provision (CEP) provides an alternative approach for offering school meals to Local Educational Agencies (LEAs) in low income areas. The CEP allows schools that predominantly serve low-income children to offer free, nutritious school meals to all students participating in the National School Lunch Program and School Breakfast Program. The CEP uses students directly certified through other programs, including the Supplemental Nutrition Assistance Program (SNAP) and the Temporary Assistance Program for Needy Families (TANF) instead of traditional paper applications. This session will discuss the CEP option and answer any questions regarding this new provision.

#### **Hazard Analysis and Critical Control Points (HACCP)**

This session will cover HACCP guidelines and how to develop and implement a Food Safety Plan. Information regarding temperature logs, proper heating and cooling temperatures and procedures, prevention of cross-contamination, proper receiving and holding procedures, prevention of food borne illnesses, and general safety and sanitation will be discussed.

#### **Keys to Excellence: Kitchen Records**

For the Menu Planner and kitchen staff: Education and tips on preparing kitchen records and what's important to keep. Good recordkeeping, including Child Nutrition labels (CN), production records, standardized recipes and temperature logs are part of any successful food service operation. Records also provide a valuable written history for future reference and demonstrate that meals comply with nutrition regulations.

#### **Local Wellness Policy**

In today's society, many children are consuming diets that are high in calories and low in nutrients. In addition to this epidemic, most of these children do not get the amount of physical activity required to burn excess intake of calories. The Healthy, Hunger-Free Kids Act of 2010, incorporates changes and updates to the Local Wellness Policy. This class will discuss USDA's proposed requirements regarding Local Wellness Policy.

## **Meal Pattern Overview & Offer vs. Serve**

This session will discuss Food Based Menu Planning requirements for the National School Lunch Program and School Breakfast Program. The lunch and breakfast requirements will be discussed including the components that comprise a reimbursable meal and specifications for calorie, sodium, saturated fat, and trans fat ranges. This class will also go over proper procedures for operating offer vs. serve. Bring your menu planning questions.

## **Smart Snacks in School: USDA's "All Foods Sold in School" Standards**

This session will provide information regarding Smart Snacks in School: USDA's "All Foods Sold in School" Standards. As required by the Healthy, Hunger-Free Kids Act of 2010, the United States Department of Agriculture issued nutrition standards for all foods sold in school during the school day. These standards set limits on calories, sodium, sugar, and fat in foods and beverages and promotes snack foods that have whole grains, low fat dairy, fruits, vegetables or protein foods as their main ingredients.

## **Records Class**

Records class will discuss the free and reduced price application process, direct certification, verification, and meal counting and claiming procedures. This class is designed for the administrative recordkeeping of the National School Lunch Program. This Records class will extend through the first and second morning sessions.

## **Records Class UPDATE**

This Records class will discuss updates to recordkeeping. Updates will include the Paid Lunch Equity Tool, Non-Program Foods Calculator, and other new and relevant updates to the program.

## **USDA Foods – Program Overview (Commodities)**

This session will discuss such topics as LEA Entitlement Amounts, Value-Pass-Through Methods, and the distribution of USDA Foods to LEA's. It will be a comprehensive overview and orientation about the USDA Food Distribution Program. This session will be great for both new hires as well as existing school food service employees.

## **USDA Foods – Understanding Processing**

This session will provide an in-depth explanation on the procedures for processing raw USDA Foods into more desirable end products. Topics will include: completing the annual USDA Foods Packet, explanation of Net-Off-Invoice (NOI), Rebate Programs, and Fee-For-Service. Processing USDA Foods can be beneficial and this session will explain how to properly plan, order, receive and track processed end products at discounted prices.

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## **INFORMATION**

**Workshop objectives** – This conference will provide food service staff with skills to operate efficient, up-to-date child nutrition programs that meet current regulations and guidance.

**Who should attend?** – The conference is designed for food service staff involved in child nutrition programs. District employees responsible for preparing monthly claims, free and reduced price meal application approvals, and other office records might also benefit from attending.

**Continuing education** – Five continuing education hours are available for the following professional groups: American Association of Family and Consumer Sciences, American Dietetic Association, Missouri School Nutrition Association and School Nutrition Association. You may self-report using your certificate.

## 2015 TRAINING LOCATIONS

**Jefferson City: June 26**

**Blair Oaks R-II School District  
Middle School  
6124 Falcon Lane**

**Kirksville: July 1**

**Kirksville School District  
Kirksville Middle School  
1515 S. Cottage Grove**

**Cape Girardeau: July 8**

**Cape Girardeau School District  
Cape Girardeau  
Career and Technology Center  
1080 S. Silver Springs Road**

**St. Louis: July 9**

**Rockwood School District  
Wildwood Middle School  
17401 Manchester Road**

**Kansas City: July 22 and 23**

**Grain Valley R-V School District  
North Middle School  
31608 NE Pink Hill Road**

**Joplin: July 29**

**Joplin School  
Joplin High  
101 N. Rangeline Rd. Bldg D**

**Springfield: July 30**

**Springfield R-XII  
Parkview High  
516 W Meadowmere Street**



### CONFERENCE SPONSORED BY:

**School Food Services**

P.O. Box 480

Jefferson City, MO 65102-0480

**Phone:** 573-751-3526 ■ **Web:** [dese.mo.gov/divadm/food](http://dese.mo.gov/divadm/food)

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