

Food and Nutrition Services Recently Hired/New Position Training



August 7, 2015

**Governor's Office Building
200 Madison Street
Jefferson City, MO 65101**

CLASS SCHEDULE

- 8:30 a.m.** *Registration*
9:00 a.m. *Classes begin*
Noon *Lunch (on your own)*
1:00 p.m. *Classes continue*
2:30 p.m. *Certificates of Attendance*



CLASS DESCRIPTIONS

Menu Planning Basics

This class will include meal pattern requirements for the National School Lunch Program and School Breakfast Program. Topics will also include kitchen record keeping, offer versus serve and USDA Foods information.

Records

This class will discuss the free and reduced application process, the verification process, and information on direct certification. It is designed for the administrative record keeping of the National School Lunch Program. We will also discuss the Paid Lunch Equity tool, non-program foods calculator and other new and relevant records of the National School Lunch Program.

INFORMATION

Workshop objectives – This training 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? – This training is only for food service employees recently hired (preferably within one year) or new to their positions. It is not a replacement for our regular summer trainings.

Districts and schools may send one or more individuals, but space is limited. Registrations may be returned due to inadequate space.

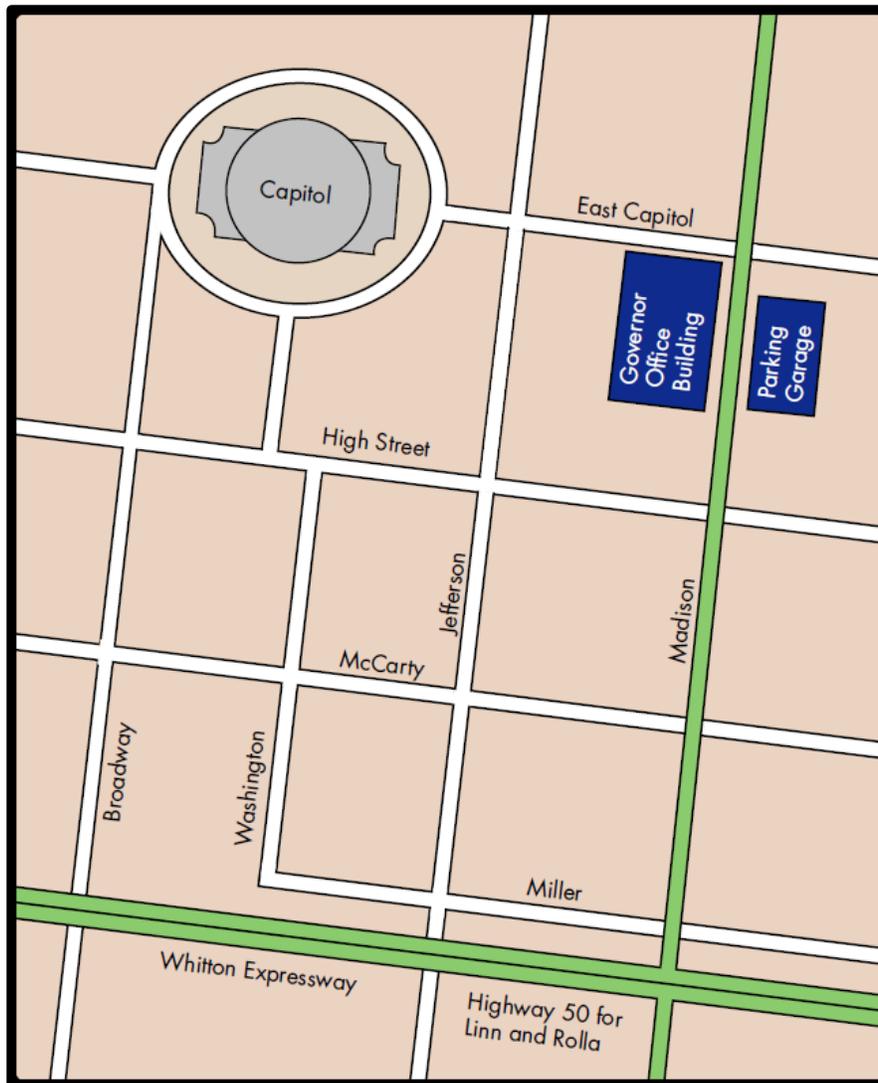
Additional Information –

Register at <http://www.cvent.com/d/4rq4pg/4W>

- ★ The registration deadline is August 4, 2015.
- ★ Registrations may be returned due to limited space.
- ★ There will be no charge to attend but you must register to attend.
- ★ No on-site registration will be allowed.
- ★ Classes are at the Governor's Office Building, 200 Madison St., Jefferson City, MO 65101.
- ★ Certificates of Attendance will be issued to all participants.
- ★ Continuing education units are available through the Missouri School Nutrition Association.

Food and Nutrition Services
Department of Elementary and Secondary Education
205 Jefferson Street
PO Box 480
Jefferson City, MO 65102
573-751-3526

Map and Directions



Take Highway 50 (Whitton Expressway) to Madison Street. Travelers from the east should make a right turn onto Madison. Travelers from the west should make a left turn onto Madison. Go through the stoplights at McCarty Street and High Street. On the next block, the parking garage will be on your right, and the Governor's Office Building will be on your left.



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