

North Carolina

School Nutrition Weekly Update

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2015-2016 Annual Agreement Renewal

The written Annual Agreement Renewal for the 2015-2016 school year and the Online Renewal Application is now available. For your convenience, all of the parts of the written agreement are broken down into individual downloadable documents along with a brief description/purpose and specific instructions for each document. All written agreement documents and information are available on the School Nutrition website at: <http://childnutrition.ncpublicschools.gov/agreements/agreements>. There are access links to the Agreement page on the School Nutrition website homepage; see the "Agreements" tab, and there is a second link in the center section of the homepage).

Agreement Renewal Deadlines

- **June 1, 2015** - Free & Reduced Price School Meals Household Application and Verification packet must be submitted for approval to the state agency by this date.

Note: Documents posted on the Agreement Renewal page.

- **June 8, 2015** - Deadline for all SFAs to complete **all parts of the Agreement Renewal (F&RP Application, Online Renewal Application, and Written Agreement)** and all hard copy documents must be received in the state agency office. **KEEP IN MIND:** June 8 falls on a Monday. Please plan accordingly to insure your required documents are received in the State Agency office by close of business on that day.

NOTE: The current agreement expires on June 30, 2015. Any meals served after June 30, 2015 and prior to an approved Agreement for the 2015-2016 school year WILL NOT BE REIMBURSED. So we urge you to complete the agreement renewal process as early as possible.

What has changed?

We have provided the agreement for each type of SFA with the highlighted changes. (See the first column under the Written Agreement Documents section of the Agreement Renewal page.) The highlighted version, in .pdf format, is for FYI purposes only. Please do not submit the highlighted version to the State Agency for approval.

Online Application

- Access the Online Renewal Application at: <https://www.ncchildnutrition.org/>
- [CLICK HERE](#) to download step-by-step instructions on completing the Online Renewal Application.
- There are three parts of the online application: SFA Application, Site Application, Checklist (includes listing of all hard copy documents that must be submitted to and approved by the state agency.)

*NOTE: Please complete the **Site Application first** and take note of the new certification box at the bottom of each site application page.*

- Food Safety Inspections – Must be completed in the online application (Applications Tab)

- If applicable, FSMC Contract List must be completed online. All FSMC contract documentation must be submitted to Dr. Lynn Harvey for approval.

Have Questions?

If you have questions or need assistance please contact your regional consultant.

School Nutrition Services Policy Updates – Spring 2015

The May Policy Updates for School Nutrition Administrators is approaching. Please select the session of your choice below and **register at least one week before the session** so that room set up and meals may be arranged efficiently.

Agenda topics include: Civil Rights, Community Eligibility Provision, Professional Standards Final Rule, updates for Production Records and HACCP, review of dietary accommodations for students with special needs, Local Wellness Policy, Free/Reduced price meal applications, and Child Nutrition Reauthorization 2016.

An evaluation link will be sent to attendees after the session and a continuing education certificate for the session will be provided when the evaluation is completed.

REGION & REGISTRATION <i>(click on the region to register)</i>	Date	Location
REGION 1	May 19	Hampton Inn <i>(Edenton, NC)</i>
REGION 3 - CHARTER/RCCI	May 27	McKimmon Center <i>(Raleigh, NC)</i>
REGION 3 - TRADITIONAL PUBLIC	May 28	McKimmon Center <i>(Raleigh, NC)</i>
REGION 4	May 28	Little River Golf and Resort <i>(Carthage, NC)</i>
REGION 5 - TRADITIONAL PUBLIC	May 15	Deep River Event Center <i>(Greensboro, NC)</i>
REGION 6	May 19	Hilton Garden Inn <i>(Concord, NC)</i>
REGION 7	May 14	Hickory Metro Center <i>(Hickory, NC)</i>
REGION 8	May 28	Sheraton Four Points <i>(Asheville, NC)</i>

Workshop – The Administrative Review Process

The Administrative Review Process: An Approach to Collaborative Compliance Workshop

North Carolina Department of Public Instruction, School Nutrition Services Section will offer The Administrative Review Process: An Approach to Collaborative Compliance workshop on **June 22-23, 2015** at the Koury Convention Center in Greensboro, NC.

WORKSHOP OBJECTIVE

The workshop will provide important information about the United States Department of Agriculture Administrative Review. Feedback from past participants indicates that this session provided valuable opportunities to learn more about collaborative participation in a successful review. Please invite members of your School Nutrition team who perform the duties associated with program operations related to the Administrative Review to join you at the workshop.

WORKSHOP SCHEDULE

The session will begin with registration at 11:30 am on June 22. The workshop schedule is Noon to 5:30 PM on Monday, June 22 and continues from 8:30 AM to 5:00 PM on Tuesday, June 23. There will be no scheduled lunch break for Monday's session and Tuesday's lunch is own your own.

CEUs

It will provide 12.5 contact hours of continuing education credit for School Nutrition professional development in the learning code 3000 Administration.

LODGING/RESERVATIONS

You may make hotel reservations in the Greensboro area or at Sheraton Greensboro Hotel at Four Seasons which is connected to the Koury Convention Center. If you reserve at the Sheraton, you may download the official housing form at http://schoolnutrition-nc.org/pdf/SNANC-2015_Sheraton_Form.pdf . Reservations must be made by May 22, 2015 to receive the conference rate.

REGISTRATION

Click on the following link to register for the workshop: <https://onece.ncsu.edu/search/publicCourseSearchDetails.do?method=load&courseId=518514>

Your registration will be confirmed by email from Iyana Porter at North Carolina State University McKimmon Center.

HAVE QUESTIONS? NEED ASSISTANCE?

If you have questions after you have submitted your registration, please contact Iyana at importer@ncsu.edu or (919) 515-8185. If you have general questions about the workshop, please contact Susan Thompson at susan.thompson@dpi.nc.gov.

We look forward to seeing you in Greensboro for this important professional development opportunity!

****REMINDER** Smart Options: Teach the Leader Workshop**

Date: June 23, 2015

Location: Hampton Inn Greensboro-Airport (7803 National Service Rd, Greensboro, NC 27409)

Registration: [CLICK HERE to register for Smart Options: Teach the Leader](#)

Description

The workshop will offer the information and resources required for teaching *Smart Options: School Meals Make a Difference in NC*, an approved School Nutrition Association (SNA) core course in the area of nutrition. Smart Options is a continuing education course tailored for school nutrition professionals in North Carolina that covers nutrition and physical activity guidelines, school nutrition regulations, methods for serving quality school meals, strategies for linking the cafeteria to the classroom with nutrition education, ways to market school meals, and school wellness. Upon full completion of the class, participants will receive a certificate and access to the leader materials for teaching Smart Options.

Your registration will be confirmed by email from Iyana Porter at North Carolina State University McKimmon Center. If you have questions after you have submitted your registration, please contact Iyana at importer@ncsu.edu.

If you have general questions about the workshop, please contact Susan Thompson at susan.thompson@dpi.nc.gov or 919-218-4090.

Please share this information with School Nutrition supervisors or others in your School Food Authority who may wish to participate and be eligible to teach the Smart Options workshop. We look forward to seeing you in Greensboro for this important professional development opportunity!

****REMINDER** N.C. Safe Plates Workshop**

CORRECTION: We have just noticed that the dates of N.C. Safe Plates Workshop has been advertised and posted incorrectly. The workshop will take place on June 22, 23, and end on the 24. We apologize for the inconvenience.

Date: June 22-24, 2015

Location: Koury Convention Center, 3121 High Point Rd, Greensboro, NC 27407

[CLICK HERE](#) for Workshop details and agenda.

Registration: <http://calendars.ncpublicschools.gov/calendar/workshops/nc-safe-plates>

Description

North Carolina Department of Public Instruction, School Nutrition Services Section will offer a NC Safe Plates workshop on **June 22-24, 2015** at the Koury Convention Center in Greensboro, NC as a

preconference session to the School Nutrition Association of NC annual conference. NC Safe Plates is a Certified Food Protection Manager (CFPM) course that provides food safety instruction and an American National Standards Institute (ANSI) accredited CFPM examination for the Person in Charge (PIC) of a food establishment as specified in Paragraphs 2-102.12(A) and Section 2-102.20 of the NC Food Code. The course will also provide food safety instruction for School Nutrition Administrators as specified in the United States Department of Agriculture Professional Standards for State and Local School Nutrition Programs Personnel Final Rule.

Continuing Education Opportunity Schedule

**NOTE* Click each title below to view/download information and instructions.*

Webinars

May 21	**NEW** <u>Standardized Recipes: Developing Those that Work!</u>
May 27	<u>How SNA's Professional Development Programs Can Help You Meet Professional Standards</u>
May 28	<u>Controlling Allergens: Preparing and Serving Food Safely in School Kitchens</u>
June 11	<u>Food Temperatures: Cook and Hold Safely</u>

Workshops

June 22-23	<u>The Administrative Review Process: An Approach to Collaborative Compliance</u>	Koury Convention Center, Greensboro, NC (SNA-NC Annual Conference)
June 22-24	<u>N.C. Safe Plates</u>	Koury Convention Center Greensboro, NC (SNA-NC Annual Conference)
June 23	<u>Smart Options: Teach the Leader</u>	Hampton Inn, Greensboro Airport

Important Dates

May

May 14 Region 7 Policy Update

May 15 (Friday) Fresh Fruit & Vegetable Claim for Reimbursement Deadline (for April 2015)

May 15 Region 5 (Traditional Public) Policy Update
 May 19 Region 1 Policy Update
 May 19 Region 6 Policy Update
 May 21 WEBINAR: [Standardized Recipes: Developing Those that Work!](#)
 May 25 Memorial Day (State offices closed)
 May 27 Region 3 (Charter & RCCI) Policy Update
 May 27 WEBINAR: [How SNAs Professional Development Programs Can Help You Meet Professional Standards](#)
 May 28 Region 3 (Traditional Public) Policy Update
 May 28 Region 4 Policy Update
 May 28 Region 8 Policy Update
 May 28 WEBINAR: [Controlling Allergens: Preparing and Serving Food Safety in School Kitchens](#)

June

June 1Deadline to submit F&RP School Meals Household Application and Verification forms
 June 8 Deadline to have completed written agreement, online renewal application and required documents submitted to State Agency
 June 10 (Sunday) Deadline for Submitting Claim for Reimbursement (for May 2015)
 June 11WEBINAR: [Food Temperatures: Cook and Hold Safely](#)
 June 15 (Friday) Fresh Fruit & Vegetable Claim for Reimbursement Deadline (for May 2015)
 June 22-23 WORKSHOP: [The Administrative Review Process](#)
 June 22-24 WORKSHOP: [N.C. Safe Plates](#)
 June 23 WORKSHOP: [Smart Options: Teach the Leader](#)
 June 24-25[School Nutrition Association of NC State Conference](#)

July

July 10 (Friday) Deadline for Submitting Claim for Reimbursement (for June 2015)
 July 12-15[School Nutrition Association Annual National Conference](#)