

School Nutrition Update

March 29, 2018



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Annual Community Eligibility Provision (CEP) Data Collection and Notification

The USDA's proposed rule on the Community Eligibility Provision (CEP) requires all School Food Authorities to identify students who are directly certified or categorically eligible for free meal benefits annually. The proposed rule requires an annual data file containing the numbers of Identified Students to be collected by each SFA, regardless of whether the SFA intends to participate in the CEP or is currently participating in the CEP. The data file must be submitted to the NCDPI and must reflect the total number of Identified Students by school as of April 1 each year. As a reminder, an Identified student is defined as a student who is certified for free meal benefits through (1) direct certification using food stamp (FNS) data, TANF, and FDPIR and (2) categorical eligibility. For purposes associated with the CEP, categorically eligible students include those who are:

- extended eligibility through a sibling who is directly certified;
- documented to be homeless, runaway, or migratory;
- documented as a State-placed Foster Child;
- enrolled in a Head Start or Even Start program; or
- certified for meal benefits as a result of a principal-approved application based on neglect or similar situation (which is rare).

How to submit data...

In order to determine and certify whether schools and/or LEAs are eligible to participate in the CEP for the 2018-2019, the NCDPI is required to collect student data from each SFA. To comply with this Federal requirement, each SFA must submit data which indicates the total number of identified students by school using the **CEP Site Data Worksheet (Excel file)**.

Deadline

The data must be submitted to the State Agency no later than **April 9, 2018**.

2018-19 SY Annual Electronic Agreement Renewal

The Annual Electronic Agreement Renewal for the 2018-19 school year will open on Monday, April 9, 2018. The written agreement and supporting documents will be released in the coming weeks.

If you have questions, contact your Zone Consultant or Jacquelyn McGowan at jacquelyn.mcgowan@dpi.nc.gov.

Registration Deadline 4/9 for National Farm to Cafeteria Conference

The 9th National Farm to Cafeteria Conference is coming to Cincinnati, Ohio, April 25-27, 2018. This event is the only national gathering of stakeholders from across the farm to cafeteria movement, making it a crucial leadership development opportunity to advance community health, build economic opportunities for farmers and producers, and ensure long-term sustainability for local food efforts nationwide. Help put North Carolina's farm to cafeteria efforts on the map and join us! **Registration closes April 9** - so don't delay.

Learn more at www.farmtocafeteriaconference.org.

Golden Key Achievement Awards

The Golden Key Achievement Award program is a set of criteria designed to recognize the great school meal accomplishments in a single school. This award includes recognition for activities that complement current program regulations and best practices. The purpose of the award is to promote benchmarks of excellence across North Carolina and to honor School Nutrition programs maintaining high standards. Participation in this award fosters ongoing professional development and improvement in the school nutrition environment and aligns with the United States Department of Agriculture (USDA) professional development learning codes.

All entries must be submitted to the School Nutrition office in Raleigh by close of business on April 30, 2018.

[CLICK HERE](#) for information about the award and how to submit entries.

2018 NC Summer Nutrition Promotion/Marketing Contest

NCDPI, School Nutrition Services has launched the Summer Nutrition Programs Promotional Materials CONTEST for KIDS! We need more middle and high school students involved in these programs! Will you help spread the word by making sure your middle/ high school students, teachers and principals are aware of the contest? We are asking middle and high school students to help design **promotional content such as music, a theme song, jingle, rap, dance, skit, PSAs or other animated creation** to get the word out across the state to children and teens about the N.C. Summer Nutrition Programs! Make sure your schools are represented.

IMPORTANT NOTE: This contest ends April 6, 2018.

[CLICK HERE](#) for details, including deadlines, about the N.C. Summer Nutrition Programs Promotional Materials Contest Rules. Contact [Cynthia Ervin](#) with questions.

Continuing Education & Professional Development

➤ School Nutrition Leadership Academy Opportunities

The NC School Nutrition Leadership Academy offers a variety of professional development activities for School Nutrition Professionals. Refer to our website below and be alert for email announcements from NC State University McKimmon Center announcing workshops.

<https://childnutrition.ncpublicschools.gov/continuing-education/sn-leadership-acad>

June 11-13	NC Safe Plates	Goldsboro
June 13-15	NC Safe Plates	Wilmington
June 14-15	Nutrition Level 1: Smart Options	Greenville
June 18-19	The Administrative Review - An approach to collaborative compliance	Greensboro
June 19	Smart Options: Teach the Leader	Greensboro
June 18-20	NC Safe Plates	Greensboro
June 20-22	NC Safe Plates	Kenansville
August 13-15	NC Safe Plates	Wilson

➤ New School Nutrition Manager Leadership Workshop

The North Carolina Department of Public Instruction School Nutrition Services is offering the School Nutrition (SN) Manager Leadership Workshop on **June 18-19, 2018** in the Greensboro vicinity. This course is only for new and aspiring School Nutrition Managers at the school site level who have not previously attended a session of the SN Manager Leadership Workshop. The workshop will include introductory information on topics such as history of school meals, school meal program overview and regulations, meal patterns and offer vs. serve, Food Safety and Hazard Analysis Critical Control Point (HACCP) plan, meal counting, food ordering and inventory, professional standards requirements, and customer service.

Conference Location & Schedule

The Conference Center at Guilford Technical Community College
7908 Leabourne Road, Colfax, NC 27235

Monday, June 18, 2018	9:30 am - 5:15 pm
Tuesday, June 19, 2018	7:45 am - 2:00 pm

Please register by **May 1, 2018** at: <https://goo.gl/forms/02kNvKm9cPFTpX6F2>

Confirmation letters will be sent in May with additional details.

➤ North Carolina K-12 Culinary Institute Registration for School Nutrition Managers

North Carolina Department of Public Instruction, School Nutrition Section, in cooperation with Chef Cyndie Story and K-12 Team, is offering The NC K-12 Culinary Institute again in summer 2018. Please share the link below with School Nutrition Managers, Training Managers, Manager Trainees, or Assistant Managers who will commit to “Teach it Forward” and complete pre- and post-assessments and follow up quarterly surveys reporting activities. Completing the application will start the process to be considered for acceptance in the North Carolina K-12 Culinary Institute. Participants who are accepted will be notified in April. We have received grant funds to reimburse for some travel expenses and further details will be shared with administrators when available. Please contact susan.thompson@dpi.nc.gov or refer to our website (<https://childnutrition.ncpublicschools.gov/continuing-education/nc-k-12-culinary-institute/nc-k-12-culinary-institute-for-snmngrs>) for additional workshop information.

Apply by **April 13, 2018** at: <https://www.surveymonkey.com/r/K-12CulinarySummer2018>

June 26-28	Winkler Middle School, Concord session is full.	
July 17-19	South Central High School 570 West Forlines Rd. Winterville, NC 28590	New Bern High School 4200 Academic Dr. New Bern, NC 28562
July 24-26	Hawfields Middle School 1951 S. NC 119 Mebane, NC 27302	Sandy Grove Middle School 300 Chason Rd. Lumber Bridge, NC 28357
July 31 - August 2	Ashley High School 555 Halyburton Memorial Pkwy Wilmington, NC 28412	Starmount Middle School 2626 Longtown Rd. Boonville, NC 27011
August 7-9	Asheville Middle School session is full.	Bertie High School 716 US HWY 13N Windsor, NC 27983

➤ Boot Camp for School Nutrition Personnel in Charter Schools

The North Carolina Department of Public Instruction (NCDPI), School Nutrition Section, will offer a special one-day professional development workshop entitled Boot Camp for School Nutrition Personnel in Charter Schools: How to Effectively Manage the Risks and Navigate the Regulatory Waters of the Federal School Nutrition Programs on April 12 in Greensboro vicinity. This intensive

course was designed specifically for Charter School personnel who administer and/or operate the School Nutrition Programs. The day-long workshop will provide valuable information about the complex rules and regulations of the Federally-assisted School Nutrition Programs and your responsibilities for implementing the rules as a program administrator or manager. Your participation will provide a unique opportunity to support your success in meeting the unique needs and challenges of Charter Schools' participation in the School Nutrition Programs.

Register by April 4 at: <https://www.surveymonkey.com/r/2017CharterSchools>

➤ SNA-NC Pre-Conference Workshops

NCDPI will offer several workshops prior to the SNA-NC Annual Conference in June. See below for the offerings and registration information.

Date	Course	Registration Link
June 18-19	The Administrative Review: An approach to collaborative compliance	https://learn.mckimmoncenter.ncsu.edu/search/publicCourseSearchDetails.do?method=load&courseId=6786177
June 18-19	New Manager Workshop	https://goo.gl/forms/02kNvKm9cPFTpX6F2
June 18-20	NC Safe Plates	https://learn.mckimmoncenter.ncsu.edu/search/publicCourseSearchDetails.do?method=load&courseId=4546494
June 19	Smart Options: Teach the Leader	https://learn.mckimmoncenter.ncsu.edu/search/publicCourseSearchDetails.do?method=load&courseId=3598336

➤ NC K-12 Culinary Institute Workshop for School Nutrition Administrators and Supervisors

As part of the planned NC K-12 Culinary Workshops for 2018, two sessions have been scheduled which will allow administrators, supervisors, and menu planners working at the central office level of the School Food Authority (SFA) the opportunity to participate in food preparation techniques being taught to managers and training managers during Summer 2018. *Please Note* These two sessions are NOT

for training managers or school level managers. [CLICK HERE](#) for additional information and registration information for the sessions during June 26-27 or June 28-29.

Vacancy Announcement

Pitt County Schools has an opening for Director of Child Nutrition. [CLICK HERE](#) for more details about the position and application instructions.

Mark Your Calendar

April 2018

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| Apr 1 | RCCI/Charter/Non-Public Self-Assessment Completed (File in SFA) |
| Apr 10 | Deadline to submit Claims for Reimbursement for NSLP/SBP/ASSP/SFSP/SSP (for Mar 2018) |
| *Apr 15 | Deadline to submit Claims for Reimbursement for FFVP (for Mar 2018) |
| Apr 30 | 3rd Quarterly Financial Analysis Worksheet Due - <i>Traditional Public School SFAs only</i> |

**Anytime a deadline falls on a weekend or a holiday the actual deadline is extended to the next business day.*

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To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

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