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School Nutrition Update - May 6, 2019

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May 6, 2019

School Nutrition



DISTRICT SCHOOL OPERATIONS

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Important Dates

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

May 9..... NCPA Distributor NEW BID Opening (10:00 a.m., McKimmon Center, Raleigh)

May 9..... Zone 4 Policy Update for Charter, RCCI, Non-Public (Raleigh)

May 10..... Zone 4 Policy Update for Traditional Public Schools SFAs (Raleigh)

May 10..... Deadline to submit NSLP/SBP/ASSP Claim for Reimbursement (for April)

May 14..... Zone 6 Policy Update (Williamston)

May 15..... Deadline to submit FFVP Claim for Reimbursement (for April)

May 15..... 3rd Quarterly Financial Analysis (FC1-A) Worksheet Due
(Traditional Public School SFAs only)

May 16..... Zone 5 Policy Update (Whispering Pines)

May 17..... SNA-NC Committee Day (Greensboro @ Koury)

May 21..... Zone 2 Policy Update (Clemmons)

May 21..... Zone 7 Policy Update (New Bern)

May 23..... Zone 3 Policy Update (Hickory)

May 27..... Memorial Day (State offices closed)

Jun 10.....Deadline to submit NSLP/SBP/ASSP Claim for Reimbursement (for May)

*Jun 15..... Deadline to submit FFVP Claim for Reimbursement (for May)

Jun 19-20..... [SNA-NC Annual Conference](#) (Greensboro @ Koury)

Jul 4.....July 4th Holiday (State offices closed)

Jul 10.....Deadline to submit NSLP/SBP/ASSP Claim for Reimbursement (for June)

SY 2019-2020 Annual Agreement

The written Annual Agreement Renewal for the 2019-2020 school year and the Free and Reduced Priced Meal Household Application is now available. For your convenience, all 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: <https://childnutrition.ncpublicschools.gov/agreements>

Reminder:

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.

Agreement Renewal Deadlines

June 5, 2019

Deadline for all SFAs to complete all parts of the Agreement Renewal (Online Renewal Application, and Written Agreement) and all hard copy documents must be received in the state agency office.

IMPORTANT NOTE June 5 falls on a Wednesday. Please plan accordingly to insure your required documents are received in the State Agency office by close of business on that day.

June 30, 2019

NOTE: The current agreement expires on June 30, 2019. Any meals served after June 30, 2019 and prior to an approved Agreement for the 2019-2020 school year WILL NOT BE REIMBURSED. So, we urge you to complete the agreement renewal process as early as possible.

Online Application

- Access the Online Renewal Application at: <https://www.ncchildnutrition.org/>
- 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 click the certification box at the bottom of each site application page.
- 2018-19 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 Zone Consultant.

SY 2019-20 Production Record Variance Approval Reminder

School Food Authorities that use or plan to use production records that are different from the NC DPI Prototypes for the 2019-2020 School Year (including computerized software production record versions) are required to submit the production records as a part of the 2019-2020 SN Annual Agreement Renewal process. Please send an electronic sample copy/copies of your version(s) of Production Records (along with the instructions) to the Nutrition Specialist in your Zone for review and approval. Once

approved, the Nutrition Specialist in your Zone will provide SFAs with a copy of the signed and dated Production Record Variance Approval Form for the 2019-2020 School Year to keep on file.

If you have any questions, please contact your Zone Nutrition Specialist.

***REMINDER* NCPA NEW Bid Opening at McKimmon**

On **May 9, 2019** the North Carolina Procurement Alliance (NCPA) will host NEW Bid Openings at the McKimmon center in Raleigh. NCPA members opening NEW bids are required to be present (or have a representative present) to receive and award Preliminary Bids for 2019-2020. Members should be seated by 9:15 a.m.

If you have any questions please contact Mary Sitton at mary.sitton@dpi.nc.gov.

May 2019 Zone Policy Updates

The May Policy Update for School Nutrition Administrators is approaching. If you have not already registered, please do so by the deadline at <https://forms.qlc/SHT6ZBY2EAqibjJQ8>

Timely registration is especially important, so we can ensure efficient arrangement of room set up and adequate meals. Lunch will be provided for those registering in advance; however, participants are responsible for all additional travel, meals, snacks, coffee, and other beverages.

Tentative agenda topics include: Summer Nutrition Update, required Civil Rights continuing education, NC K-12 Culinary Institute information, School Nutrition Leadership Academy potential courses, 2019-20 Agreement, and HACCP/Food Safety Updates.

A link will be sent after the session to obtain a continuing education certificate for professional development.

ZONE	DATES	LOCATION	REGISTRATION DEADLINE
2	May 21	Village Inn Event Center 6205 Ramada Drive Clemmons, NC 27012	May 13
3	May 23	Hickory Metro and Convention Center	May 15
4 (Charter, RCCI, Non-Public)	May 9	NCSU McKimmon Center 1101 Gorman St Raleigh, NC 27606	REGISTRATION CLOSED
4 (Traditional Public School SFAs only)	May 10	NCSU McKimmon Center 1101 Gorman St Raleigh, NC 27606	REGISTRATION CLOSED
5	May 16	The Country Club of Whispering Pines 2 Clubhouse Blvd. Whispering Pines, NC 28327	May 8
6	May 14	NC TeleCenter 415 East Blvd. Williamston, NC 27892	May 6
7	May 21	The Flame Catering Center 2301 Neuse Blvd New Bern, NC	May 13

Vacancy Announcements

Rutherford County Schools has an opening for a **Director of School Nutrition Services**. Find more details and application information at: <https://nc.teachermatch.org/applyteacherjob.do?jobId=448768#>

Randolph County Schools has an opening for a **School Nutrition Supervisor**. Find more details and application information at: <http://www.randolph.k12.nc.us/Default.asp?PN=MainPage&L=1&DivisionID=20350&LMID=945958>

Chatham County Schools has an opening for **Director for School Nutrition Services**. Find more details and application information at: <https://www.chatham.k12.nc.us/domain/586?category=Administration>.

Continuing Education

School Nutrition Leadership Academy Opportunities

The NC School Nutrition Leadership Academy offers a variety of professional development activities for School Nutrition Administrators. Be sure to keep the School Nutrition Administrator contact information updated in the School Nutrition Technology System as this is the information used to send email notifications.

Course listings and available registration links may be found on the School Nutrition website at:

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

and the McKimmon Center website at:

https://learn.mckimmoncenter.ncsu.edu/search/publicCourseAdvancedSearch.do?method=doPaginatedSearch&showInternal=false&cspIndex=true&isPageDisplayed=true&courseSearch_programAreaStringArray=54369&courseSearch_filterString=availforreg

DATE	COURSE/WORKSHOP TITLE	SN ACADEMY CLASSIFICATION	LOCATION
June 12-14 (Register by June 4)	Safe Plates	Food Safety Level 1	Goldsboro
June 12-14 (Register by June 4)	Safe Plates	Food Safety Level 1	Jacksonville
June 17-18 (Register by June 7)	Program Accountability Level 4: The Administrative Review	Accountability	Greensboro
June 17-18 (Register by June 7)	New Manager Leadership Workshop	Orientation	Colfax
June 17-19 (Register by June 7)	Safe Plates	Food Safety Level 1	Greensboro
June 24-26 (Register by June 14)	Safe Plates	Food Safety Level 1	Clarkton
July 30 – August 1 (Register by July 22)	Orientation for NEW School Nutrition Administrators and Supervisors	Orientation	Colfax
August 12-14 (Register by August 2)	Safe Plates	Food Safety Level 1	Wilmington



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