



# School Nutrition Update

February 21, 2018

NCDPI | School Operations Division | School Nutrition Services

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## ***Announcing the Fresh Fruit and Vegetable Program Application Season for the 2018-2019 School Year***

The opportunity for NC's eligible elementary schools to apply to participate in the USDA Fresh Fruit and Vegetable Program (FFVP) for the 2018-2019 School Year (SY) is set to open! Please note the following dates and plan accordingly. As always with the USDA FFVP, no late applications will be accepted.

- **March 1, 2018:** The FFVP online application opens. The application is housed in the School Nutrition Technology System (SNTS). Here are some things to remember about the application process:
  - Only School Nutrition Administrators with "Application Entry" access can actually complete/revise/save the FFVP online application.
  - One FFVP application per school is required; no blanket application accepted for an SFA with multiple schools applying for the FFVP.
  - For a school that applied to participate in the 2017-2018 School Year, the FFVP application "rolled over" in the SNTS. What a time saver!
  - **\*\*Please remember, for schools that applied last year, it is still mandatory to open the respective school's FFVP application for the 2018-2019 SY, make any necessary revisions, and scroll down to the bottom of the screen and click on "Save" for the FFVP application to be considered!\*\*** NOTE: There is no "Submit" tab; simply click on "Save" and the application will be stored in the SNTS for the NCDPI's review.
  - For a school applying for the FFVP for the first time or a past participating school from several years ago, the FFVP School Proposal questions must be completed since there was no information to roll over from last year.
- **March 22, 2018** at 11:59 PM: The FFVP online application in the SNTS closes. After this time, the FFVP online application opportunity is closed to enter or revise any information.
- **March 29, 2018** by 5:00 PM: required 2018-2019 FFVP Signature Pages and "How Many Days the FFVP Will Operate Weekly" form, all with original signatures in blue ink are due in the NCDPI School Nutrition Services Office, Raleigh, NC. NOTE: No faxed or electronic signatures will be accepted.

If interested in applying for the FFVP for the 2018-2019 SY, please visit the NCDPI School Nutrition website/FFVP on March 1, 2018, at which time all the current information will be posted to learn how to apply. For answers to FFVP questions or assistance with the online application or the application

process, please contact Zoe McKay-Tucker, School Nutrition Consultant for Special Programs at [zoe.mckaytucker@dpi.nc.gov](mailto:zoe.mckaytucker@dpi.nc.gov) or call 919-807-3517.

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## ***2018 NC Procurement Alliance Member Training and Foods and Supplies Showcase***

The 2018 NC Procurement Alliance (NCPA) Member Training and Foods and Supplies Showcase is scheduled for Monday, March 5, 2018 the McKimmon Center in Raleigh. School Food Authorities are invited to begin the meeting by enjoying a luncheon and meeting remarks at noon. NCPA Continuing Education mini-sessions will begin at 1:00 p.m. and continue at 8:30 a.m. on March 6, 2018. The group will travel to the Gov. Scott Bldg. (State Fairgrounds) at 11:00 a.m. on March 6, 2018 to continue the meeting at the NCPA Foods and Supplies Showcase of “approved” food and supply products.

You may pre-register for this event at:

<https://learn.mckimmoncenter.ncsu.edu/search/publicCourseSearchDetails.do;jsessionid=26C7ED2366456481B4F0B2EC87A05EAA?method=load&courseId=689356>

If you have any questions or need assistance please contact Mary Vann Sitton at [mary.sitton@dpi.nc.gov](mailto:mary.sitton@dpi.nc.gov) or 252.459.4142.

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## ***USDA Policy Memo SP 04-2018s – Market Basket Analysis when Procuring Program Goods and Modifying Contracted-For Product Lists***

USDA Policy Memo, [SP 04-2018s](#), will be discussed during the next Policy Update. If you have questions please contact your Zone Specialist.

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## ***23<sup>rd</sup> Annual Best Practice Awards***

The US Department of Agriculture (USDA) has announced the 23rd Annual Best Practice Awards in the National School Lunch Program (NSLP), School Breakfast Program (SBP) and Food Distribution Program (FDP). The purpose of this program is to encourage and reward outstanding practices in State Agencies (SAs), School Food Service Authorities (SFAs), and Public Schools of North Carolina. There are so many outstanding school nutrition programs in North Carolina and we encourage you and your staff to nominate schools and/or SFAs for outstanding and/or innovative practices.

[CLICK HERE](#) to review the Best Practice Awards information, entry details, and criteria along with the nomination forms.

Important Points to Remember:

- **ENTRY DEADLINE: All nominations are due on or before 5:00 p.m. on Monday, March 12, 2018.**
- **\*\*VERY IMPORTANT\*\*** All entries must be in the Raleigh office on March 12.
- Electronic documents or fax transmissions cannot be accepted.

Please do not hesitate to contact the School Nutrition Services Section at (919) 807-3506 if we can be of assistance with this process. We look forward to receiving your nominations and celebrating the USDA Best Practice Awards with you at the next Annual Conference for School Nutrition Administrators.

Additional information is available on the Awards and Recognition Opportunities page on the School Nutrition website.

Best of luck!

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## ***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.

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

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## ***Required Annual Continuing Education (RACE) for Seamless Summer Option (SSO) Sponsors***

The North Carolina Department of Public Instruction, School Nutrition Services is excited to announce the 2018 Seamless Summer Option Program RACE webinars for all new and returning SSO School Food Authorities. The webinar will provide an overview of program requirements and will equip SFAs for effective and compliant SSO operations. Time will be allotted to address questions. This is required for all SFAs interested in administering the SSO.

[CLICK HERE](#) to register for SSO Required Annual Continuing Education on April 20, 2018 (2:00 PM EDT).

The webinar will be recorded and posted on the website for future reference.

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## ***New Online Continuing Education Component for the Summer Food Service Program***



Summer Nutrition has launched a new online component of its Required Annual Continuing Education (RACE) for Summer Food Service Program (SFSP) Sponsors. “RACE Online” will accompany the one-day “RACE Live” events that will happen in-person across the state in April. RACE Online is mandatory and RACE Live is an optional component of the North Carolina Summer Food Service Program training in 2018.

RACE Online is comprised of ten modules covering all essential topics of the Summer Food Service Program. These modules can be found in the Download Forms section of the Schools Nutrition Technology System. RACE Online must be completed in order to receive an invitation to register for RACE Live. A webinar introducing RACE Online was held on January 5<sup>th</sup>. A recording of the webinar can be viewed at: <https://vimeo.com/250896995>



Mark Your Calendar! RACE Live is coming in April:

- **April 19, 2018** - Raleigh, NC; School Food Authorities only
- **April 26, 2018** - Hickory, NC; School Food Authorities only

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## ***Vacancy Announcements***

**Henderson County Schools** has an opening for a Child Nutrition Supervisor. [CLICK HERE](#) for more details about the position and application instructions.

**Cabarrus County Schools** has an opening for a Registered Dietitian. [CLICK HERE](#) for more details about the position and application instructions.

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## ***Congratulations to the 2018 Josephine Martin National Policy Fellow***

The School Nutrition Foundation (SNF) has announced that Christina Osborne from Fayetteville, NC has been named the 2018 Josephine Martin National Policy Fellow. Christina will be recognized at the School Nutrition Association Legislative Action Conference in Washington, D.C. on March 4-6, 2018. Congratulations Christina! [CLICK HERE](#) to read more about Christina and the Josephine Martin Fellowship.

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## ***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. **Be sure to keep the School Nutrition Administrator contact information updated in the School Nutrition Technology System as this is the source of our email lists for announcing continuing education opportunities.**

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

- **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. 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>

- **February Policy Update Registration**

The February Policy Update for School Nutrition Administrators is approaching. Please register for the session of your choice by the requested deadline using the link below:

<https://www.surveymonkey.com/r/Feb2018PolicyUpdate>

Timely registration is especially important so consultants and specialists can coordinate the arrangements for the Team Up work groups and to ensure efficient arrangement of room set up and adequate lunches.

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:

- Administrative Review schedule
- After School Snack Program
- At Risk After School Meal Programs
- Cash Management Plan Requirements
- Community Eligibility Provision
- Compliance Supplement guidance for charging adult meals
- Healthy Active Children’s Policy
- NC Jr. Chef Competition
- Local Wellness Policy final rule requirements
- NC K-12 Culinary Institute update
- New USDA Prof Standards Tracking Tool
- On-Line Agreement and applications
- Procurement Plan and Code of Ethics reminders
- USDA Policy Memoranda
- Reduced price breakfast meal charges
- School Nutrition Leadership Academy
- Severe Need Schools
- Summer Nutrition Program updates
- Team Up for School Nutrition Success discussion groups about Local Wellness Policy barriers to success and concerns with feeding students at alternate meal locations
- Unique Meal Time Needs and Medical Statements
- USDA Best Practice and Golden Key Awards reminders
- USDA-sanctioned research studies
- Whole School Whole Community Whole Child Model

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

<b>ZONE</b>	<b>DATES</b>	<b>LOCATION</b>
<b>1</b>	February 23	<b>*Correction*</b> NC Arboretum 100 Frederick Law Olmsted Way Asheville, NC 28806
<b>2</b>	February 20	Village Inn Event Center 6205 Ramada Drive Clemmons, NC 27012
<b>3</b>	February 22	Cabarrus Arena & Event Center 4751 NC-49 Concord, NC 28025
<b>4 (non-LEA)</b>	February 21	NCSU McKimmon Center 1101 Gorman St Raleigh, NC 27606
<b>4 (LEA)</b>	February 22	NCSU McKimmon Center 1101 Gorman St Raleigh, NC 27606
<b>5</b>	February 22	The Country Club of Whispering Pines 2 Clubhouse Blvd. Whispering Pines, NC 28327
<b>6</b>	February 20	NC TeleCenter 415 East Blvd. Williamston

<b>7</b>	February 22	New Bern Convention Center 203 S Front St New Bern, NC
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- **NC 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. The workshop features face-to-face and online instruction for school nutrition personnel to enhance these healthy dining objectives:

- Improve student health, well-being and academic success through nutritious, appealing meals at school
- Increase participation in high quality, enticing school nutrition programs
- Expand capacity of local school nutrition programs to purchase, prepare and serve fresh, locally grown produce
- Increase consumption of fruits, vegetables and whole-grain rich foods
- Provide continuing education opportunities for school nutrition personnel

The culinary school course components are planned to include menu items using scratch, convenience, and modified scratch products and techniques. Recipes will also include North Carolina Farm to School items, step by step photography, and instructions written for production amounts consistent with pack or pan sizes commonly available and used in school kitchens.

During the summer, we will host 9 workshops for School Nutrition Managers who will become Chef Ambassadors. It is expected they will “Teach It Forward” many of the concepts learned at the Institute. Instructional segments are planned for topics such as knife skills, weighing and measuring accurately, preparing foods for just-in-time service, work simplification and scheduling, effective use of equipment, and quality food preparation and service for a variety of meats, grains, fruits, vegetables, and condiments. “Teach it Forward” toolkit, including 15-minute modules or “Short Sets” on many of the topics, will be provided to the School Nutrition Manager participants so that they can return to the SFA as Chef Ambassadors and teach other managers and associates important food production and merchandising techniques. In addition, a limited amount of small equipment will be provided to assist with teaching upon return to the SFA.

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 are unsure if funds will be available for travel reimbursements for all participants this year and will notify School Nutrition Administrators if grants are approved. Please contact [susan.thompson@dpi.nc.gov](mailto: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-snmngs>) for additional information.

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

<b>June 26-28</b>	<b>Cox Mill High School</b> 1355 Cox Mill Rd. Concord, NC 28027	
<b>July 17-19</b>	<b>South Central High School</b> 570 West Forlines Rd. Winterville, NC 28590	<b>New Bern High School</b> 4200 Academic Dr. New Bern, NC 28562
<b>July 24-26</b>	<b>Hawfields Middle School</b> 1951 S. NC 119 Mebane, NC 27302	<b>Sandy Grove Middle School</b> 300 Chason Rd. Lumber Bridge, NC 28357
<b>July 31 - August 2</b>	<b>Ashley High School</b> 555 Halyburton Memorial Pkwy Wilmington, NC 28412	<b>Starmount Middle School</b> 2626 Longtown Rd. Boonville, NC 27011
<b>August 7-9</b>	<b>Asheville Middle School</b> 197 S French Broad Ave. Asheville, NC 28801	<b>Bertie High School</b> Location TBA Windsor, NC 27983

- **Scheduling a Course and Exam for Certified Food Protection Manager (CFPM) Certification**

The North Carolina Food Code requires FOOD ESTABLISHMENTS to have a PERSON IN CHARGE (PIC) who is a CFPM on site at all times the establishment is in operation. The FOOD ESTABLISHMENT may be assessed two points on their inspection for failure to meet the Food Code requirements. To verify the PIC has an approved CFPM certification as specified in Paragraphs 2-102.12(A) and Section 2-102.20 of the NC Food Code Manual, the PIC must have successfully passed an American National Standards Institute (ANSI) accredited CFPM examination.

The PIC requirement is established by the North Carolina Department of Health. North Carolina Department of Public Instruction School Nutrition Section also requires School Nutrition Administrators

to obtain CFPM certification as part of the Professional Standards for hiring and continuing education for School Nutrition Programs.

*NC Safe Plates* is a CFPM course developed by North Carolina State University Extension. This course offers the National Registry of Food Safety Professionals exam as part of the instruction. School Nutrition Services is glad to partner with Extension to bring this learning experience to you. We offer classes through our Leadership Academy with McKimmon Center on demand throughout the year if we have about 15 participants. We can advertise the course offerings to surrounding School Food Authorities to help fill the class. **Please contact Susan Thompson ([susan.thompson@dpi.nc.gov](mailto:susan.thompson@dpi.nc.gov)) if you are interested in hosting a class to provide continuing education and the CFPM exam to your staff.**

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

As part of the planned K-12 Culinary Workshops for 2018, two sessions for SN Administrators 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 sessions are NOT for training managers or school level managers. [CLICK HERE](#) for additional information and registration information.

- **Golden Key Achievement Awards Reminder**

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 Section office in Raleigh by close of business on April 30, 2018.** [CLICK HERE](#) for information about the award and how to submit entries.

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## Mark Your Calendar

### February 2018

Feb 22	Zone 3	Policy Update (Concord)
Feb 22	Zone 4	Policy Update for LEAs (Raleigh)
Feb 22	Zone 5	Policy Update (Whispering Pines)
Feb 22	Zone 7	Policy Update (New Bern)
Feb 23	Zone 1	Policy Update (Asheville)

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

#### **USDA Nondiscrimination Statement**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

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](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](mailto:program.intake@usda.gov).

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