south dakota
DEPARTMENT OF EDUCATION
Learning. Leadership. Service.

Check in with CANS
Oct. 5, 2023 2:30PM CT/1:30PM MT

CANS Phone: (605) 773-3413
CANS Website: http://doe.sd.gov/cans
CANS Email: DOE.SchoolLunch@state.sd.us

All Program Reminders or Updates:

- ****NEW REGULATION** Child Nutrition Program Integrity Final Rule**
    - Released by USDA Memo SP 21-2023, CACFP 10-2023, SFSP 12-2023 on August 23, 2023, applies to the National School Lunch Program, School Breakfast Program, Special Milk Program, Summer Food Service Program, and Child and Adult Care Food Program.
    - Link to more information and summary tables.
    - This update will strengthen program integrity by modernizing how state agencies oversee child nutrition programs, including:
        - Introducing targeted flexibilities in the National School Lunch and School Breakfast Programs that streamline monitoring requirements and lower administrative burden for states.
        - Finalizing provisions in the Child and Adult Care Food Program, also known as CACFP, that have already been in place. These provisions streamline processes, provide additional resources, and increase accountability.
        - Allowing more efficient use of state agency resources by ensuring that organizations at risk of serious management issues in CACFP receive more frequent oversight, and that financial transactions are appropriately reviewed.
        - Improving the ability of FNS and state agencies to address the rare instances of severe or repeated violations of program requirements in the child nutrition programs.
    - Review CN Integrity Summary Table.

- **Equipment Purchase Preapproval Reminder**
    - This reminder applies to all programs SNP, CACFP, and SFSP
    - Preapproval is required for equipment and services (Includes computer systems):
        - When the equipment is not listed on the preapproved equipment list found in CANS memo 241-2, or
        - The equipment is listed on the preapproved equipment list **and** the cost of that equipment is more than the capitalization threshold (Federal Capitalization threshold is $5000, some schools may have a lower threshold).
        - above the Agencies Capitalization amount
    - Check what your agency's capitalization threshold is.
    - CNP Equipment Purchases
    - Preapproval Request Form

- **Farm to School**
  - **October is National Farm to School Month.** Here's a great opportunity for you celebrate your local food community and the important work being done to nourish our children. Here's some celebration ideas
    - Taste tests in your cafeterias
    - Invite a farmer in to explain the harvest process
    - Cooking demonstrations using local foods
    - Ask students to make posters about what Farm to School means to them
      - Hold a competition between classrooms
      - Invite farmers or ranchers in to be the guest judges
      - Decorate your cafeteria with their artwork
    - Highlight a local food on your menus in October
  - **SD Crunch Off**—you still have time to participate in the annual SD Crunch Off.
    - Get your crunches completed by Friday, Oct. 13
    - Visit SDSU extension to record your crunches and great SD Crunch Off [resources](#)
  - **F2S Census**
    - USDA is gearing up for the 2023 Farm to School (F2S) Census
    - October 2nd you will receive an email from Farm2SchoolCensus@dir-online.com (Please add this to your approved senders list so that you don't miss the email)
    - Census will cover F2S activities from 2022-23 school year (Please complete census even if you didn't do any F2S)
    - The F2S census is the only national survey that examines the extent of farm to school activities. It is especially important for SD this year since we will be using the results of this census to help with implementation of our SD F2S strategic plan implementation
    - Please don't pass up the opportunity for your voice be counted and heard

- **Households with Limited English Proficiency (LEP)**
  - Organizations receiving federal funding are required to make reasonable efforts to ensure that eligible students from households with LEP have meaningful access to school meals. Local educational agencies (LEAs) and schools may consider using USDA's Food and Nutrition Service's (FNS) "I Speak" as a resource to ensure effective communication with those with LEP. It uses a short phrase in 49 languages that an applicant can check to indicate the language they speak. Click on the links below to access the "I Speak" resource and other translated LEP eligibility materials.
  - ["I Speak" Document](#)
  - [Foreign Language Translated Documents for Free and Reduced Price School Meals](#)

- **Claim Due Dates: 10th of the following month & 60 days final**
  - Claims are due in the iCAN system on the 10th of the month (e.g. August claim is due by September 10th).
  - For all programs: SNP, SFSP,CACFP, including Sponsors of DCH
  - A final claim for reimbursement shall be submitted no later than 60 days following the last day of the full month covered by the claim. (e.g. August claim final claim date would be October 30th)
  - More information can be found at the following links:
    - CANS Claim Date Reminder: https://doe.sd.gov/cans/documents/ClaimsDates-0821.pdf
    - USDA Guidance for Local and State Agencies on the 60-Day Claim Submission Manual: https://doe.sd.gov/cans/documents/6090Guidance.pdf

Child and Adult Care Food Program (CACFP) Reminders or Updates:

- **The new Program year has started!** CANS will be hosting an in-person training this summer! Be on the lookout for more information!

- **PY 2023-2024 applications are open and due Friday, October 20**. Please complete your iCAN application as soon as possible. If you have questions or need assistance, you can either call our office or attend the virtual open office hours. The last session is Monday, October 16 from 1-3pm CT. To join CACFP virtual office hours, use this [Zoom link](#). Meeting ID: 996 4896 6220; Passcode: 870082.

School Nutrition Program (SNP) & Seamless Summer Option (SSO) Reminders or Updates:

- ****Critical Direct Certification Information** Primero Edge/iMATCH Direct Certification Single Sign On** You may have noticed that the way you sign into iMatch /Primero Edge has changed to what we call a Single Sign On Login. An email was sent out on 9/28 with information and instructions on how to log in and another email was sent this morning.
  - There has been some confusion on the part of those that have a K12 email address. If your email address ends in @k12.sd.us, you do not need the email from 9/28, you only need to use the instructions from the email that you received today.
  - Some users with the NON K12 emails are experiencing some similar issues with logging in, when they click on the blue login with SSO button, it does nothing at all. If you are a user that is experiencing this issue, please know we have a ticket open and are working to resolve the problem. If you have a NON K12 email address and did not receive the email from 9/28 please reach out as you must go through some additional steps in order to log in.
  - If you are having trouble with this or have any questions, please email diana.webb@state.sd.us or call 605-773-6026 or 605-773-3413. We encourage you to log into iMATCH to test this out right away so that we can trouble shoot any potential issues.

- ****NEW REGULATION** Community Eligibility Provision (CEP) Final Rule starting July 1, 2024**
  - A final rule was recently published, Child Nutrition Programs: Community Eligibility Provision – Increasing Options for Schools. This final rule lowers the minimum identified student percentage (ISP) from 40 percent to 25 percent. The final rule is available to view on the [Federal Register](#) or you can visit [Community Eligibility Provision | Food and Nutrition Service (usda.gov)](#) for more information, including the [Summary of Final Rule](#)
  - This allows additional schools the option to serve free meals to their students.
  - By relying solely on directly certified student information, CEP reduces administrative burden by removing household applications (costs to: mail, maintain online application computer system, staff time to approve applications, keeping track of student eligibility, verification activities).
  - CEP removes the problem of unpaid student meal debt by allowing all children to eat free of charge.
  - CEP removes the stigma associated with the breakfast and lunch programs.

- **Verification of Free and Reduced Price Applications and Reporting**
  - Verification Collection Report, or the 742 is due to the CANS office by November 15 each year and can be submitted to the CANS office any time after verification activities are completed.
  - Verification Reporting webinar is on **October 24 at 2:30 PM CT (1:30 PM MT)** you can join the [Zoom](#) with Meeting ID: 996 4896 6220, Passcode: 870082

- **National School Lunch Week**
    - National School Lunch Week is October 9–13, 2023
    - Team Nutrition has released a variety of materials to help you celebrate and we have linked them below for your use.
        - Display school lunch menu options with this fun **School Lunch Menu E-Poster**
        - Host a fun **taste-test event**
        - Join our **Meal Talk Webinar** on October 12
        - Share the **How School Lunch is Made and How You Can Help** article with middle schoolers
        - Test Your Knowledge with the **School Lunch Web Quiz**

- **Equipment Grants**
    - Qualified schools can apply for U.S. Department of Agriculture (USDA) SY 2023-24 grant funding to purchase new equipment or to renovate existing equipment used in their school food service program
    - Grants must be used for equipment purchases of $1,000 or more
    - Awards will not exceed $25,000 per applicant
    - **Applications are due Oct. 27**
    - For information, visit our School Nutrition Programs webpage and click on the "Equipment Grants" drop-down. Questions? Contact Janelle.Peterson@state.sd.us or (605) 679-6788.

- **Homeless/Foster/Migrant Children Eligibility Reminder**
    - The SFA must find matches and documentation until these students are matched in iMATCH. We typically get the file sometime in Oct. Until then you need to work with your homeless, foster, migrant coordinator to get documentation to show the student is eligible for free meals.
    - If a foster child is added to infinite campus that **does not** mean you can directly certify the student.
    - Foster children that have been adopted do not qualify for free meals. Only foster children with their custody placed with the state, county, tribe, or governmental entity are considered foster.

- **Produce Safety University**
    - Do you want to learn more about produce and food safety?
    - Nominations of are under way for this USDA led training. Please nominate child nutrition professionals that train school nutrition staff or purchase produce. Participants will be asked to teach others about produce safety using the training materials provided through this training.
    - Five sessions are offered during March, April, May and June.
    - **Nominations are submitted through Microsoft Form, by October 18, 2023.**
    - To learn more about PSU, visit http://www.fns.usda.gov/produce-safety-university.

USDA Foods in School/Food Distribution Program Reminders or Updates:
- It is the schools' responsibility to check their USDA Food order for shortages, overages and damages (OS&D). If you are busy serving when the driver arrivers, please arrange for someone else to verify your order while the driver is still there. If extra product is delivered, please give it back to the driver as another school is expecting it. Schools have 5 days to report any OS&D issues in iCAN. If your delivery is on a Friday, the iCAN system counts Saturday and Sunday as part of that 5-day window.
- If your school is not in session during the week of your USDA foods delivery, please let the CANS office know as soon as possible so we can notify the trucking company. The drivers do their best to accommodate changes to school schedules, however it is not always possible to accommodate every school's delivery change. Drivers will coordinate delivery time with schools.

Summer Food Service Program (SFSP) Reminders or Updates:

We'd like to thank all those who contributed and played a role in ensuring that children in our communities received nourishing meals!

- **The new program year has started!** Be on the lookout for the annual administrative training information!

Upcoming Trainings or Calls:

- Check in with CANS occur on the first Thursday of each month at 2:30pm CT/1:30 pm MT.
  - o Next Check in Date: November 2, 2023
  - o Join Zoom Meeting
    https://state-sd.zoom.us/j/93990420264?pwd=dE1nZ0NPc2JwaCtJOXlqNVVlZ3l3QT09
  - o Meeting ID: 939 9042 0264; Passcode: 415931

- Crash Course with CANS
  - o 10/26 Keep it R.E.A.L. – Nurturing and Growing a Team
  - o 11/16 Using Your Entitlement Dollars
  - o 11/30 Professional Standards
  - o 12/14 Planning Your Cycle Menus for Next Year