

Check in with CANS - Minutes
Monthly Conference Call with DOE-Child and Adult Nutrition Services
December 10, 2015 2:30PM/1:30PM MT

Website: <http://doe.sd.gov/cans>
Email: DOE.SchoolLunch@state.sd.us

Milk substitutes and Special Diets must be made when there is a doctor's order and may be made at school's discretion when a family requests it. If you plan to offer substitutes beyond when required by a physician's disability statement, the SFA should establish a policy so everyone is treated equitably. A new memo coming soon will update the milk substitutes. The revised memo notes that it is acceptable to provide goat's milk as a substitute for cow's milk. As with cow's milk, goat's milk cannot be raw or unpasteurized. As a reminder,

- The requirements are outlined in the memo and include the reasons for allowing a substitution, the specific nutrients the milk substitution must meet, lists known soy products that meet requirements, etc.
- As a reminder, juice is not a substitute for milk. Juice credits in the fruit or vegetable component group. Menu choices should not be listed as "milk or juice".

Annual Training Requirements and Food Service Director/Manager Hiring Standards – a.k.a Professional Standards

- We have developed an Excel based **SD Training Tracker Tool** is available on the CANS NSLP website at: <http://doe.sd.gov/cans/documents/SDTrain15.xlsx>. You can keep this as an electronic file or print it off and fill it in as a worksheet. Check out the December CN bulletin for more information.
- Slides are posted on the CANS NSLP website under the section Professional Standards at <http://doe.sd.gov/cans/documents/1215-ProS.pdf>. This slide show contains a brief review of the rules and hot topics or frequently asked questions that the CANS office has received this school year.

Non Discrimination Statement Update. You can find the revised language in MPRO memo SP 01-2016 in the policy memos section. You will find the complete new version on the CANS website at <http://www.doe.sd.gov/cans/>.

Verification reports are due on December 15 in iCAN.

- All schools and agencies on the National School Lunch Program must submit a Verification report, even if you are not required to complete the Verification process.
- All iCAN users that have access to either the SNP application or the SNP claims can access the verification report in iCAN.
- Please reference the two webinars on the topic of Verification (<http://doe.sd.gov/cans/nslp.aspx> under Training & Webinars section heading) if you have questions.

- If you are not done with the Verification process or are having troubles entering your Verification report data, please contact Beth Henrichsen at beth.henrichsen@state.sd.us or 773-3610.

Paid Lunch Equity (PLE) Tool released for SY2016-2017 (memo SP 09-2016) and can be found at: <http://www.fns.usda.gov/school-meals/policy>

- Reminder that all pricing programs must complete the tool each year.
- The tool must be attached to your annual agreement with CANS.
- If the tool requires you to increase paid lunch prices or add a source of nonfederal funds, you are required to do so unless you have applied for and were approved for a PLE Exemption which can be found on the CANS NSLP website at: <http://doe.sd.gov/cans/documents/16-PLExm.docx>.

Equipment Grants were awarded. We had applications for nearly triple the amount of money that we received in the grant. Awarded schools are posted on the CANS NSLP website.

October Site Survey Data can now be found in iCAN SNP under Applications >> Site Enrollment.

- This information is pulled from your October 2015 school lunch claim.
- Historical data is loaded for SY14-15 and SY13-14.
- You may use this information to apply for summer feeding programs, afterschool snack programs, E-rate discounts, and other applications that request official free and reduced price participation data.
- You can click the “Export” button at the bottom of your screen to export your data into an Excel spreadsheet. You can also print the screen if you need a copy on DOE letter head, just be sure to include the DOE logo at the top of your computer screen.

Procurement will become a large part of your Administrative Review starting next school year. Since the reimbursement your school or agency receives is generated from federal taxes, we all share in the responsibility to use those funds in a way that maximizes open and free competition, and ensures that only allowable contract costs are paid with non-profit school food service account funds. Proper procurement practices are essential to ensure fair and open competition, and that the best products and services are obtained at the best price possible.

- If your school or agency does not have a procurement policy, if you don’t know what the proper procurement rules are, or have problems with vendor quality, service or even substituted products – please be on the lookout for upcoming trainings, articles, and conversations about Procurement in the School Nutrition Program.