

## Check in with CANS

### September 7, 2023 2:30PM CT/1:30PM MT

CANS Phone: (605) 773-3413  
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CANS Email: [DOE.SchoolLunch@state.sd.us](mailto:DOE.SchoolLunch@state.sd.us)

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#### All Program Reminders or Updates:

- **Staff Updates**
  - Cynda Frey and Rob Ingalls have both resigned from CANS.
  - Susan Goeden will be transitioning into one of the open positions while still providing support for CACFP and SFSP.
  - We are working to fill the other two open Program Specialist positions.
- **iLearn Online Training and Registration Moving to CANVAS**
  - All current users' information has been migrated and should be a smooth transition with single sign on. The goal is to begin using CANVAS in September for School Nutrition and October for CACFP. Follow the link, [sded.sd.gov](http://sded.sd.gov), for more information and to prepare to join us as we utilize this new and exciting resource tool!
- **SD Crunch Off.**
  - SD Crunch off time is almost here. Start planning!! The SD Crunch off takes place from Monday, Sept. 18- Oct. 13. The SD Crunch Off is an annual statewide event celebrating local produce and F2S by crunching into any SD grown fruit or vegetable. Anyone can participate—we'd love to see what our CACFP programs are doing!! **Visit: SD Crunch Off [here](#) for more information.** Make plans to attend the **Sept. 28 F2S Crunch Off Crash Course with CANS** (see zoom link below under upcoming calls and webinars) for ideas and activities.
- **\*\*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.
  - The final rule impacts the National School Lunch Program, School Breakfast Program, Special Milk Program, Summer Food Service Program, and Child and Adult Care Food Program.
  - We will discuss in more detail at the October Check in with CANS.
  - 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.

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

- **Program Year 2023-24 iCAN Applications are open!**
  - Please complete your iCAN application as soon as possible. Once the PY 2023-2024 applications open, the PY 2022-2023 applications will be closed, however, you will still be able to submit your September claim. Applications are due by Friday, October 20. iCAN applications must be approved before an October claim can be submitted. Avoid the last-minute crunch and work on it soon!
- **Virtual Open Office Hours for iCAN Applications**
  - This year we are hosting virtual open office hours to help sponsors work through their iCAN application. During the open hours, sponsors can ask questions and get help from a CANS Program Specialist. These virtual open office hours are scheduled for every Monday from 1:00 to 3:00 PM Central Time Zone (noon to 2:00 PM Mountain). To join CACFP virtual office hours, use this [Zoom link](#). Meeting ID: 996 4896 6220; Passcode: 870082.
- **CACFP Annual Training Requirements**
  - Annual training requirements must be completed by September 30, 2023, to avoid a serious deficiency declaration.
  - Below is a list of the required annual trainings for CACFP and which staff members should be taking these trainings. Please email [DOE.SchoolLunch@state.sd.us](mailto:DOE.SchoolLunch@state.sd.us) if you have any questions.

## Annual Training Resources:

<b>Training:</b>	<b>Required Staff:</b>
CACFP Recording Keeping	Auth. Rep/Program Director and others that work with records.
CACFP Claims	Auth. Rep/Program Director and others that work with claims.
CACFP Meal Counting	Auth. Rep/Program Director and others that work with meal counting.
CACFP Production Records	Auth. Rep/Program Director and others that work with production records.
CACFP Free and Reduced- Price Meal Applications	Auth. Rep/Program Director and others that work with free and reduced applications.
CACFP Children Meal Patterns	Auth. Rep/Program Director and others that help with ensuring meal patterns are met.
CACFP Infant Meal Pattern Requirements	Auth. Rep/Program Director and others that work with infants and <b>if meals are claimed for reimbursement.</b>
Civil Rights	All CACFP staff.

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

- **iCAN Applications**
  - iCAN applications were due on August 16<sup>th</sup>. Please make sure that if you do not have an approved iCAN application that you are working with the program specialist to get it completed as soon as possible.
  - Final day to submit a July claim is Sept. 29. August claim, final submission date is Oct. 30. You can find claim submission deadlines posted [here](#)
- **Verification**
  - You can begin preparations for verification now. You must begin verification activities no later than October 1.

- There are Two different verification training webinars.
- Verification Process training Sept. 26 at 2:30PM CT
- Verification Reporting in October time is TBD
- **Administrative Reviews**
  - Virtual training is scheduled for September 12, 2023. The information is below in Upcoming Trainings or Calls.
  - Schools scheduled to receive an administrative review in SY23-24 should have received an email notification. Some reviews will be conducted by CANS staff, and some will be conducted by CNR. If CNR is doing your review a representative will be contacting you via email to begin the review process. We work very closely with them so feel free to reach out to us with any questions or concerns as you go through your review with them.
- **Civil Rights Training Reminder**
  - All staff that work directly with the School Nutrition Programs and their direct supervisors are required to attend Civil Rights training annually
  - You can find a link to the [CANS Civil Rights training](#) on the CANS webpage under the Civil Rights heading.
- **Afterschool Snack Onsite Monitoring**
  - As a reminder, districts that operate the after school snack program in addition to the NSLP and SBP must complete a monitoring review within their first four weeks of operation
  - You can find the dates that your district planned to conduct your monitoring visits in your SNP iCAN application in the Verification and Monitoring Checklist Item
- **Fresh Fruit and Vegetable Program (FFVP)**
  - The first allocation for FFVP awards ends on September 29th. All funds from the first allocation should be allocated at that time. Funds from the first award cannot be carried over to the second award, which begins on October 1.
  - Reach out to Diana Webb with any questions.

### **USDA Foods in School/Food Distribution Program Reminders or Updates:**

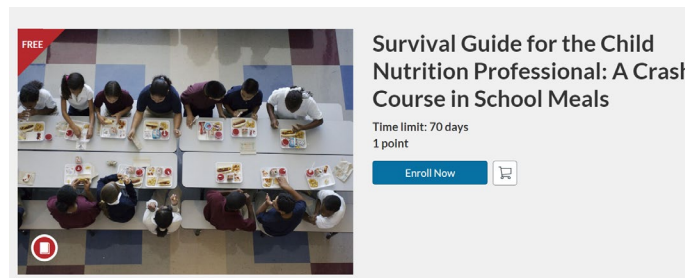
- **Overage, Shortages, and Damages (OS&D) Report in iCAN**
  - If product is missing or damaged on your USDA Foods delivery, agencies have 5 days to complete an Overage, Shortages, and Damages (OS&D) report in iCAN. Only report damaged items if the entire case is damaged.
- **Food Distribution Manual**
  - This new [manual](#) is posted on the CANS website, USDA Food Distribution Page under documents under the link called Food Distribution Manual. This manual contains useful information for food service staff, including instructions on how to submit an OS&D report in iCAN.

### **Summer Food Service Program (SFSP) Reminders or Updates:**

- **Turnip the Beet Award – Nominate Your Program!** This award is presented by U.S. Department of Agriculture's (USDA) Food and Nutrition Service (FNS), recognizing outstanding summer meal program sponsors across the nation who work hard to offer high quality meals that are appetizing, appealing, and nutritious during the summer months. Don't miss this chance to be recognized for your outstanding commitment and accomplishments. Apply now for the "Turnip the Beet" award and showcase the fruits of your labor! Learn more on [USDA's Turnip the Beet webpage](#). Please submit your applications to [doe.schoollunch@state.sd.us](mailto:doe.schoollunch@state.sd.us) by **Sept. 15, 2023**.
- **Survey.** As we wrap up the 2023 summer, we'd like to thank all those who contributed and played a role in ensuring that children in our communities received nourishing meals! We truly value your input and are always looking for ways to enhance your experience. You should have received an email with a survey link to gather your feedback. Your responses will contribute to improving the program and ensuring its success. We ask that you please complete and submit your survey by **Sept. 25, 2023**.

## Upcoming Trainings or Calls:

- **SNP Administrative Reviews:** CANS will be hosting a virtual training on September 12, 2023. There will be a morning session from 9:30-11:30 CST / 8:30-10:30 MST and an afternoon session from 1:30-3:30 CST / 12:30 – 2:30 MST. Below is the information to join the call. The same Zoom information will be used for both calls.  
[Zoom Link](#)  
Meeting ID: 996 4896 6220  
Passcode: 870082
- **Survival Guide for the Child Nutrition Professional: A Crash Course in School Meals.**
  - Training is on Oct. 18-20 (2 ½ days) in Ft. Pierre at the AmericInn Conference Center. Janelle Peterson is the instructor.
  - This interactive training will be a mixture of hands-on activities, lecture, culinary techniques to increase food quality, and more. **Registration is open** for Survival Guide Training for new or “newer” (3 years or less in a lead or supervisor position) head cook, manager, foodservice director, or food service lead.
  - To go to the training information page, click [here](#).
  - **Please note, we are using a new process for registration.** Make sure the person who plans to attend training is the email address that is used when registering. When you click on the Enroll Now, it will immediately ask you to enter your email address. The email address that is entered, should be the person that is planning to attend training. Registration confirmation, class information, and certificate of completion will be sent to the email used when clicking on the registration link.
  - When you open the registration page, the “**Enroll Now**” in blue immediately captures your attention. In order to read about what will be included during the training, scroll down the page and you will find information underneath the picture to learn more about the training.



- **Check in with CANS** occur on the first Thursday of each month at 2:30pm CT/1:30 pm MT.
  - Next Check in Date: October 5th
  - Join Zoom Meeting <https://state-sd.zoom.us/j/99648966220?pwd=cU1tekhDZkJWeFJjMUlwaVhmN3JRZz09>
  - Meeting ID: 996 4896 6220, Passcode: 870082
- **Crash Course with CANS**
  - September 14<sup>th</sup> at 2:30pm CT/1:30 pm MT.
  - Special Diets with Kayla Wede from Rapid City School District and Steve McClelland from Pierre School District
  - <https://state-sd.zoom.us/j/99648966220?pwd=cU1tekhDZkJWeFJjMUlwaVhmN3JRZz09>
  - meeting ID: 996 4896 6220, Passcode: 870082