



June 2019

CANS NUTRITION BULLETIN

Child and Adult Nutrition Services
SD Department of Education

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The Grapevine—A Note From Cheriee

Happy Summer to all! Now that the weather is finally starting to cooperate. This June, many summer feeding sites are opening in South Dakota to help fill the nutrition gap left by the end of the school year and school lunches. Each day that a summer feeding site is open and serving meals or snacks, they are listed on the summer feeding site finder so anyone in the area can find a summer feeding site that is close to them. Right now, there are 50 summer feeding locations in South Dakota!

Help us spread the word! Any child, age 18 or younger, that shows up can get a free meal or snack. There are no eligibility requirements at any open feeding site. Families can find free feeding locations and the dates and times of meal service all summer long by using the USDA Summer Meal Site Finder tool, <http://www.fns.usda.gov/summerfoodrocks>. Locations can also be found by texting "Food" or "Comida" (Spanish) to 877-877, or by texting "Summer Meals" or "Verano" (Spanish) to 97779, or by calling 1-866-3-HUNGRY (1-866-348-6479), or 1-877-8-HAMBRE (Spanish) (1-877-842-6273).

Have you considered operating a summer feeding site? Please consider it for next summer. Many children go without consistent and proper nutrition during the summer months and this issue isn't limited to widespread areas of poverty – there may be a small area of need in your own community. Think about it! You can find more information on the [USDA FNS website](#) or on [our website](#). If you are interesting, please reach out to us this winter when we begin preparing for next summer.

Wishing you a bit of shade, a cool breeze, a frosty beverage, and a few moments to relax and enjoy summer.

-Cheriee Watterson

South Dakota Sponsor Spotlight!

Is your school or agency is doing anything unique and interesting in your programs that you would like to share!? Do you want to be featured in our South Dakota Sponsor Spotlight segment!? Submit any pictures along with a summary of the exciting events that you're doing to DOE.SchoolLunch@state.sd.us.

Summit School Implements Flavor Lab

Nancy Pearson, Food Service Director for Summit School, has set up a "Flavor Lab" for students to experiment with their own taste creations. Nancy says since sodium is such a restriction, she wanted to give the kids some flavor without sodium and let them decide what they like and don't like. Some sample creations are Blazing Buffalo, Lemmon Pepper, and Ranch.



Kimball & Armour Incorporate New Menu Items & Develop a Partnership

[The Mitchell Daily Republic](#) highlighted both the Kimball and Armour schools and the various things that they are each doing to enhance their school meals programs, such as creative names for menu items and introducing students to new menu items and more scratch cooking. The foodservice directors at these schools met at a foodservice training in Pierre and hit it off! They have since bounced ideas off of each other to help better both of their programs!

Check in With CANS Monthly Conference Call

Check in with CANS is a monthly conference call scheduled for the first Thursday each month. This call is open to all agencies on the Child Nutrition Programs. Each call will start with a report from CANS with hot topics, new guidance or program clarifications, and reminders of upcoming dates. There will also be time scheduled during each call for participants to ask questions. Minutes from each call are posted on the [CANS webpage](#) after each call ends. The May 2 Check in With CANS was the last call of the 2018-19 school year. Keep an eye out for the SY2019-20 call dates!

School Nutrition Programs Upcoming Trainings

Orientation to School Nutrition Management

Pierre: August 5-9, 2019

This is a 4.5-day session that provides an overview of the management components of school nutrition programs. The target audience includes school nutrition program staff with fewer than 5 years' experience as a director or those who may aspire to be a director, as well as state agency staff, specialists, and trainers. Lesson topics include:

- Program Accountability, Integrity and the Role of the School Nutrition Director
- Food Production and Operation Management USDA Foods
- Meal Pattern
- Special Needs
- Customer Service, Merchandising and Food Presentation
- Federal Regulations
- Farm to School: An Introduction for New School Food Service Directors
- Financial Management
- Procurement and Inventory Management
- Human Resource Management
- Marketing School Nutrition Programs
- Food Safety Essentials
- Work Place Safety and Emergency Preparedness

TARGET AUDIENCE: New and Aspiring Directors; Minimum of 25 Participants Needed

[Click Here to Register for this training.](#) Registration deadline is July 5, 2019.

Forecasting the Procurement of Foods

Pierre: October 9, 2019

General concepts about basic forecasting for the procurement of foods in Child Nutrition Programs are covered during this session. This training does not discuss federal regulations pertaining to the procurement system. Key topic areas:

- Stakeholders' responsibilities and expectations
- How menus determine goods and services that must be competitively procured
- Inventory management, product movement, and cost management
- Product categories, screening, and specifications
- CN labeling
- Accurate forecasting of products

TARGET AUDIENCE: Food Service Directors and Managers; Minimum of 25 participants needed.

AND

Procuring Local Foods for Child Nutrition Programs

Pierre: October 9, 2019

The Procuring Local Foods for Child Nutrition Programs training provides a basic overview of federal procurement principles and covers a host of topics related to sourcing and purchasing local foods. This training highlights the variety of mechanisms schools can use to purchase local products while staying in accordance with federal procurement regulations, and the many areas within a solicitation where schools can express their desire for local products. Participants will leave with a solid understanding of how to target local foods when conducting both formal and informal procurements, use the Geographic Preference option, and use the USDA Foods and DoD Fresh Programs to enhance local purchasing.

TARGET AUDIENCE: School Nutrition Directors; Minimum of 25 participants needed.

[Click Here to register for this training](#). Registration deadline is September 4th, 2019.

NOTE: The cost of the instructors, training materials, and training facilities are covered by CANS. Participants are responsible for their own travel, meals, and lodging. These are legitimate and allowable expenses for the school food service program. No meals, beverages or refreshments will be provided at this training. Attendance can be counted toward Professional Standards hours.

Registration is a commitment to attend the entire workshop. If you are not an employee of an SFA please contact CANS (605-773-3413) before registering. Please complete the registration form so we have an accurate head count for the space.

SNA SD Summer 2019 Conference

Registration for the School Nutrition Association Conference is now available! Conference will be at the Ramkota in Pierre, SD, July 23-25, 2019. Please visit the SNA SD website for details and the registration link. We have a packed schedule with amazing info for anyone who touches the food service operation in your district – cooks, servers, managers and directors!

- 4 pre-conference classes providing 4-8 hours of education
- 4 General Session providing 3.5 hours
- Countless Breakout Sessions providing 5.5 hours
- And 1 Awesome Food & Vendor Show
- Offering up to 18 hours of education!

[Click here to find more details on the SNA SD website!](#)

CANS Welcomes Intern Laura Stiles

Hello! My name is Laura Stiles and I am the new intern for Child and Adult Nutrition Services this summer. I grew up on a hobby farm in Lakeville, MN and graduated from Lakeville South High School in June 2017. I currently attend South Dakota State University where I am pursuing a degree in Family and Consumer Science Education. After I graduate from SDSU, I hope to be teaching FACS classes for a Middle School either in South Dakota or Texas. I also hope to one day pursue a master's degree in Nutrition or Family Studies. I am so excited to be a part of the CANS department this summer and have the opportunity to learn more about the Nutrition Programs here in South Dakota!

Farm to School/Child Nutrition Survey

Are you a school, day care, family day care, summer feeding program, or local producer wondering what you can do to support healthy meals for children in your local community? If so, Farm to School/Child Nutrition is for you! Take this quick survey to help the SD Department of Education help you get involved in this exciting program.

<https://www.surveymonkey.com/r/MZF2YMJ>

Buy American—It's a Thing

Buy American is important to our nations economy because it helps American farmers, and small, local agricultural businesses. Plus, it's required of school food authorities (SFA's) in the United States. It means that unprocessed, agricultural commodities must be from the United States. Foods that are processed must be processed within the United States using domestic agricultural food that makes up over 51% of the product – either by weight or volume.

***Did you know? Food and food products from Guam, American Samoa, U.S. Virgin Islands, Puerto Rico and the Northern Mariana Islands are considered domestic! Some of their main exports include items like tuna and orange juice.

SFA's can increase their purchasing of American foods in a variety of ways. Menus can be developed that take advantage of American agricultural foods and locally grown items. All purchasing have to include the Buy American provision and Geographic Preference option to help promote Buy American. SFA's are also required to have their suppliers provide documentation that the final product they are supplying is a 100% domestic food product or made up of 51% domestic food products. SFA's are also given USDA Food allocations every year which is made up of domestic products.

There are 2 exceptions to the Buy American requirement.

1. If there is not enough of the food or food product made in the United States that would be considered insufficient quantity.
2. After competitive procurement has been completed, it is determined that the cost of American produced food or a food product is significantly greater than purchasing a non-domestic product.

New Training Opportunity—How to Approve Free and Reduced Apps

Our office has recently completed a short PowerPoint training to help you make determinations on Free and Reduced Price Applications. This training will take you on a step by step journey through the application approval process and provide you with some useful tips and tricks, and hints at commonly overlooked areas discovered during Administrative Reviews. At the end of the training you will be able to print out a

certificate that credits towards your Professional Standards training hours. Don't forget to document the training in your Professional Standards Training Tracker once it is completed!

You can locate this training on the CANS-NSLP webpage at <https://doe.sd.gov/cans/nslp.aspx> listed under Trainings and Webinars, titled **How to Approve a Free and Reduced Price Application.**

Five Year Administrative Review Waiver— Granted!

As many of you many know, CANS applied to USDA, Food Nutrition Services (FNS), for a waiver to extend our Administrative Review cycle from three years to five years. We were notified on May 31, 2019 that USDA/FNS approved our waiver request. The updated Administrative Review list can be found [here](#) or on the [CANS/NSLP Webpage](#) under the Administrative Review plus sign, Information and Resources heading, Administrative Review Schedule.

If you received communication that you are scheduled for an Administrative Review in SY19-20, please check the list to see whether or not your school has been moved to a different school year. Communication will also be sent via email if you are no longer receiving a SY19-20 review. If you have registered for an Administrative Review Workshop and your school is no longer on the SY19-20 list, you will be contacted soon regarding options.

Please contact Beth Henrichsen at beth.henrichsen@state.sd.us or 605-773-2213 if you have any questions.

New Eligibility Memo—SP 30-2019

On June 10, 2019 USDA Food and Nutrition Services (FNS) released a policy memo regarding students transferring from provision schools to non-provision schools (SP30-2019). A provision school is one where all students eat for free and those schools claim based on percentages because they have a high number of free and reduced students. The memo issued a reminder that it is now required for all SFAs to grant up to 10 days of eligibility carryover and free meals when a student transfers from a provision school to a non-provision school to provide time for the family to submit a free and reduced application. The State Agency is also allowing SFAs to extend this carryover for 30 days. This will go into effect on July 1, 2019. The CANS Office has put together a [list of all of the School Districts and Sites](#) within those districts that participate in a special provision to aid in providing those benefits to students.



Building for the Future with CACFP

Training Workshops for the Child and Adult Care Food Program (CACFP)

We are currently offering in-person CACFP training workshops for 2019. These training sessions are designed for agencies that claim meals under the Child and Adult Care Food Program. The formal announcement and registration information was sent to CACFP agencies via email on March 15, 2019. Registration will be handled through survey monkey. Those links are posted on our website at <http://doe.sd.gov/cans/cacfp.aspx#>. You will need to scroll down to the training section of the website and then select the workshop and then date/location that you wish to attend. The links were also sent via email.

Note, again these workshops are for agencies that participate in the Child and Adult Care Food Program. During these workshops we **do not** cover requirements related to the National School Lunch Program, School Breakfast Program, Special Milk Program, Fresh Fruit and Vegetable Program, Seamless Summer Program, or Summer Food Service Program. If your agency participates in those programs, you should contact the Child and Adult Nutrition Services (CANS) office to ask what training opportunities are available for your agency or school.

The dates and locations of the CACFP Basic Administrative training are as follows:

- July 9 Administrative Pierre MacKay Building

The dates and locations of the CACFP Basic Food Service training are as follows:

- July 10 Food Service Pierre MacKay Building

The dates and locations of the CACFP Plus! training are as follows:

- July 11 Pierre MacKay Building

Mealtime Memos for Child Care

The May 2019 issue of *Mealtime Memo for Child Care*, the monthly newsletter that includes menus, recipes, and activities related to child care, is now online at <https://theicn.org/icn-resources-a-z/mealtime-memo/>. The May 2019 issue is titled **Seasonal Berries of Spring and Summer**.

Summer Food Service Program Guidance, Tips, and Locating Sites

The Summer Food Service Program Applications are being approved and sites will be opening this month.

The Summer Food website <http://doe.sd.gov/cans/sfsp.aspx> has multiple tips and helps to assist you as you promote summer food programs throughout the state.

Directly below the Summer Food Service Program page title is the link to the approved 'Free Summer Feeding Sites' in South Dakota in a spreadsheet and the National link to all in feeding sites in the USA including South Dakota in a mapping tool called 'USDA Summer Meal Site Finder'.

The gray title par *Documents* has links to the USDA SFSP Flyer which is a poster with the summer food hotline, text information and the website which all schools should to use to advertise the summer feeding locations. The open sites for both Summer Food Service Program and Seamless Summer Option are listed that any child 18 or younger can go to and receive a free meal.

Sponsors make sure you have your trainings of your summer staff conducted and submitted to CANS before you submit your first SFSP claims, this could hold things up for you. These should be uploaded in iCAN under the Attachment List.

Complete all required monitoring visits, the SFSP compliance reviews will be starting any time!

Encourage all children to participate in the summer meals feeding sites in your communities! If you have questions on summer feeding, please contact Julie McCord at julie.mccord@state.sd.us.

Food Distribution Program

Food Distribution

If you missed the webinar: **Be Ready, Prepare Now! Role of USDA Foods in Disasters**, the webinar recording has been uploaded to YouTube at <https://www.youtube.com/watch?v=-bs4gMLtIxc&feature=youtu.be>.

Check out the Food Distribution page on the CANS website, <http://doe.sd.gov/cans/fdp.aspx>. A few new documents include:

- 19-20 Anticipated Orders
- Year End Report Guidance for Schools
- Entitlement Calculations and Adjustments
- **19-20 FOOD DISTRIBUTION CALENDAR**

The 19-20 September order form will open on July 29th, 2019 at 9:00 am in iCAN. All Food Distribution deadlines are listed in the 19-20 Food Distribution Calendar. The September order form will include 25 different USDA Food items totaling over 22,000 cases of product available.

FFAVORS or USDA DoD FRESH

Joseph Miller is South Dakota's new USDA DoD Fresh contact. You can get ahold of Joe at joseph.j.miller@dla.mil.

19-20 Entitlement

Entitlement Calculations and Adjustments document posted on the CANS website will help you figure out your schools entitlement adjustments throughout the school year. All schools are encouraged to **SPEND, SPEND, SPEND**. The iCAN system will allow each district to spend 105% of their total annual entitlement dollars.

SUMMER REMINDER

Many schools do not think about a freezer malfunction, but it can happen. **Freezer and cooler temperatures should be monitored throughout the year, including over the summer.**

Follow these steps if your freezer breaks down:

1. Take inventory of the out of condition USDA Foods
2. Take pictures of damaged USDA Foods
3. Report the loss of USDA Foods to the Child and Adult Nutrition Services Office
4. Keep records

Updated Policies

Some policies have multiple numbers. That means those apply to multiple programs.

Child & Adult Care Food Program

Current policies can be found at <http://www.fns.usda.gov/cacfp/policy> (CACFP memos).

School Nutrition Programs (SP Memos)

Policies that apply to school operation and administration can be found at <http://www.fns.usda.gov/school-meals/policy>.

Summer Food Service Program

Policies can be found at <http://www.fns.usda.gov/sfsp/policy>.

Food Distribution

Food Distribution policies can be found at <http://www.fns.usda.gov/fdd/policy>.

Contact CANS

For any questions, comments, or concerns

Email: DOE.SchoolLunch@state.sd.us

Phone: (605) 773-3413

Fax: (605) 773-6846

This institution is an equal opportunity provider.

Professional Standards Reminder: Any learning or training you receive about any aspect of the School Nutrition Programs can be counted as training time towards the professional standards annual training requirement. Reading the bulletin each month does count towards training hours.

Please retain documentation to show what topics were trained. For example, agenda, topics, handbook, certificate, etc. And record training on a Tracking Tool – we suggest using the [SD Tracker Tool](#) posted on the CANS NSLP website.

To credit training hours for time spent reading the Nutrition Bulletin, you will need to keep track of the time you spent reading and determine the applicable training codes. Appropriate documentation for this would be a copy of the bulletin signed and dated with the amount of time written on it.