

Check in with CANS - Agenda
Monthly Conference Call with DOE-Child and Adult Nutrition Services
April 5, 2018 2:30PM CT/1:30PM MT

Call in number: 866-410-8397, Participant code: 6507733610

*6 = Mute Line; #6 = Unmute Line

Website: <http://doe.sd.gov/cans>

Email: DOE.SchoolLunch@state.sd.us

Summer Food Service Program:

- **iCAN SFSP Application** is now open
- **April 5, 2018 SFSP Administrative Training Workshop**, MacKay Building, 800 Governors Drive, Pierre, SD 8 AM CT – 4:30 CT
- **April 12, 2018 SFSP Operational Training Workshop** (foodservice staff and monitors – SFSP Meal Pattern) 8 AM MT – 4:30 MT, Rapid City, SD.
- **April 17, 2018 SFSP Administrative Workshop**, (foodservice staff and monitors – SFSP Meal Pattern), MacKay Building, 800 Governors Drive, Pierre, SD 8 AM CT – 4:30 CT
- **iCAN SFSP Application – target date for initial submission to State Agency in iCAN is April 18, 2018**
- **April 25, 2018 SFSP Operational Training Workshop** (foodservice staff and monitors – SFSP Meal Pattern) 8 AM CT – 4:30 CT, Sioux Falls, SD.
- **Application approvals and preapproval visits by State Agency as time permits around the trainings listed above.**

School Nutrition Equipment Grants

- Midwest Dairy is pleased to offer School Nutrition Equipment Grants. The [on-line grant application](#) will be open from **April 1-30, 2018**. The purpose of the grant is to assist School Nutrition Directors in the purchase of equipment that will enhance the long-term implementation of their school meal programs with a preference to increasing school breakfasts served outside the cafeteria and afterschool suppers. Schools may apply for up to \$5000 to purchase foodservice equipment for the storage, handling and delivery of dairy foods. Equipment may include insulated bags, transportation carts, kiosks or remote point of sale equipment for meals sold outside of the cafeteria. For more information, watch this [short video](#) on how to complete a successful grant application. These grants are competitive and not all applications will be approved for funding even if all requirements are met.



iCAN School Nutrition Program Applications

- Updated checklist items are being loaded into iCAN and applications will be opened soon. We will notify you when apps are open.
- The PLE Tool is currently being updated by the Feds and is expected to be released by the end of April 2018.

Reminders:

- Schools can extend NSLP into the summer if they are doing academic summer school. If your school operates an academic summer school program and you would like to participate in an NSLP Extension, please contact the CANS office at (605) 773-3413.

Fresh Fruit and Vegetable Program - Application Request

- Child & Adult Nutrition Services (CANS) is preparing the Fresh Fruit and Vegetable Program (FFVP) application for SY18-19. This is an optional program. An elementary school in your district may be eligible for program participation. If you are interested in participating in the FFVP for SY18-19, please visit the CANS Nutrition Bulletin for the FFVP Application Request article. Please Note: This is the request to receive an application. If requested, you will receive notification of the FFVP application once available. CANS is planning on having the FFVP application available within the iCAN system, which will require a user to have FFVP application access.

[2018-19 Fresh Fruit and Vegetable Program - Application Request](#)

Food Safety Plan Update

- The Food Safety Plan on the CANS webpage has been updated, and can be found on the NSLP page, under School Meal Program Requirements. [Click Here](#) to access the Word document of the updated Food Safety Plan. Schools are not required to replace Food Safety Plans with this update, as changes are minimal.
- Updates include: Updated DOE logo, CANS footer, instructions for review/update of SOP's, requirement reminders, and Food Safety Checklist frequency.
- Previously, the Food Safety Checklist was identified to be completed daily; the newly posted Food Safety Plan identifies that the Food Safety Checklist be completed weekly. Well-established programs with minimal food safety violations may complete the Food Safety Checklist once per month, but must update the checklist AND SOP's to indicate actual frequency.
- As a reminder, Food Safety SOP's must be reviewed annually; signing off on individual SOP's provides assurance that the individual SOP was reviewed. Review signature & date on individual SOP's can be completed by the Food Service Director or Site Manager (head cook).

May 2018 Bonus Offering - USDA Foods

- Bonus items available! These items are **FREE**, and will be issued on a "first ordered" basis. The product will be delivered with your **MAY** USDA Foods order – **plan accordingly for menu usage/freezer storage**. No entitlement dollars needed. **ORDER DUE by NOON April 11 (Wednesday)**. Please contact Mark Moen at Mark.Moen@state.sd.us or by phone (605) 280-7617 with any questions.

Bonus Food Recipe Ideas:

Click the hyperlinks below to take you to the [USDA Mixing Bowl](#) for Large Quantity recipe ideas and nutritional information.

Recipes for sweet potatoes:

- [Sweet Potato Bread Pudding](#)
- [Apple Glazed Sweet Potatoes](#)
- [Baked Sweet Potatoes and Apples - USDA Recipe I-070 for Schools](#)
- [Quick Baked Sweet Potatoes - USDA Recipe for Schools](#)
- [Scrumptious Sweet Potato Sheppard's Pie](#)
- [Southwestern Sweet Potato Breakfast Bake](#)
- [Sweet Potato and Black Bean Stew](#)
- [Sweet Potato Fries](#)
- [Sweet Potatoes Italienne](#)

Recipes for frozen spinach

- [Spinach Egg Bake](#)
- [Chicken and Spinach Alfredo Pasta](#)
- [Creamed Spinach - USDA Recipe I-020 for Schools](#)
- [Crustless Spinach Quiche Muffins Over Mixed Greens](#)
- [Sautéed Spinach and Tomatoes - USDA Recipe I-280 for Schools](#)
- [Whole Grain Spinach Rotini](#)
- [Whole Wheat Spinach Lasagna Rollups \(or Casserole\)](#)

Remaining Entitlement Dollars?

- Survey 132 has been reopened and you may move additional entitlement to USDA DoD FFAVORS. Survey will close again on April 16.

Administrative Reviews:

- SY17-18 Admin Reviews are winding up. Thank you to the schools that have gone through a review this year or are finishing off their review. We appreciate your hard work and cooperation!
- Customer satisfaction surveys have begun for schools that have received a review in SY17-18; we appreciate your honest feedback.
- AR Review SY18-19
 - For those on the [review list](#) for next year, please expect to see a preparation checklist before the end of the school year and announcements for review preparation workshops. Schools that attended the in-person workshops last summer had a better understanding of the review process this year.

UPCOMING TRAININGS:

ICN Orientation to School Nutrition Management

- The training will be held in **Pierre on June 11th - 15th 2018**
- This course will provide an overview of school nutrition programs, define the role and responsibilities of a director, and review the relationship between local policies and state/federal regulations.
- Who should this training? We recommend this training to new and aspiring school nutrition program directors with five years or less experience
- **Register for this training by May 25th, 2018.**
- CANS Webpage -> NSLP -> Training Opportunities OR Registration
Link: https://www.surveymonkey.com/r/CANS_ICN_Orientation_to_School_Nutrition_training

ICN Financial Management

- The training will be held in **Pierre, on July 17th - 18th 2018**
- Good financial management is critical for successful school nutrition programs. The ability to interpret the financial outcomes of operational decisions is essential to effective management of school nutrition programs.
- The training includes procedures for consistently recording financial data, recommendations for generating standard financial reports, and guidelines for interpreting the outcomes of financial decisions.
- Who should attend Financial Management: A Course for School Nutrition Directors training? We recommend that Business Managers and Food Service leads attend this course together.

- The training includes pricing guides, recording financial data consistently, determining compliance with regulatory requirements (PLE, non-program foods), meals per labor hour and assessing your school nutrition program for better financial outcomes.
- **Register for this training by June 15th, 2018.**
- CANS Webpage -> NSLP -> Training Opportunities OR Registration
Link: https://www.surveymonkey.com/r/CANS_ICN_Financial_Management

Administrative Review Training

- School Food Authorities (SFAs) that are **scheduled to receive an Administrative Review in SY 18-19** are invited to attend a 10-hour workshop to prepare for the review.
- Participants will leave the workshop with most of the Off-Site Assessment form completed and a firm understanding of the review process and modules.
- We recommend that Business Managers and Food Service leads attend this training together or whoever works with the program for example: a determining official who is also the authorized representative
- There will be four trainings held throughout the summer in different regions of the state. **An email will be sent to the Authorized Representative listed in iCAN** for your SFA, inviting you to a particular training.

If you have any questions about the trainings held this summer please contact Andrea Hollin by email Andrea.hollin@state.esd.us or by phone (605) 773-5213.

At the end of this call there will be a webinar regarding Nonprogram Foods. We will walk through the reference period tool that was created for your use and talk about some of the basics of Nonprogram foods.

- For Nonprogram foods resources please see the [CANS NSLP website](#) *School Meal Programs Requirements* → *Nonprogram Foods*.
- We will be walking through the [USDA Nonprogram Food Revenue Tool](#) as well as the [Nonprogram Food Reference Period Tool](#) developed by our office for schools to utilize.

Use the following link to join the webinar:

[Join Skype Meeting](#)

Trouble Joining? [Try Skype Web App](#)

Join by Phone

Toll number: [8664108397](tel:8664108397)

[Find a local number](#)

Conference ID: 9099071329

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.

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.

This Conference call was 45 minutes long and can credit for 45 minutes of training.

Learning Topics discussed during this call were:

- 3000 Administration: 3200 Program Management - 30 minutes
- 3000 Administration: 3100 Free & Reduced Price Meal Benefits - 15 minutes