DIRECTIONS
Newsletter for School Nutrition Programs

Up for review this year? You might as well get started!

If you are one of the lucky school districts up for review this year, you may as well get started on the paperwork that needs to be completed. Before we come out to see you, the **Off-Site Assessment Tool** and the **Dietary Specifications Assessment Tool** must be completed and returned to our office. Here is a link to the USDA website where you can find the forms that need to be completed. We have a condensed fillable version of the Off-Site Assessment Tool, please call or write Joe Oster at 888-338-3663 or jjoster@nd.gov if you would like the condensed version. If you have any questions, please call our office at 1-888-338-3663.
http://www.fns.usda.gov/nslp/administrative-review-manual

Review Listing for School Year 2015/2016

LA#	Name		LA#	Name	
25-014	Anamoose		37-019	Lisbon (3)	
17-003	Beach		02-046	Litchville-Marion (2)	
45-013	Belfield		03-009	Maddock	
29-027	Beulah (3)		30-001	Mandan (7)	
08-001	Bismarck (22)		18-125	Manvel	
07-014	Bowbells		08-420	Martin Luther Elem	
07-036	Burke Central		28-050	Max	
34-006	Cavalier		04-001	Medora (Billings	
33-001	Center/Stanton (2)		18-128	Midway	
09-017	Central Cass		51-409	Minot Catholic	
49-003	Central Valley		21-001	Mott-Regent	
30-409	Christ the King-Mdn		05-054	Newburg United	
36-001	Devils Lake (5)		34-100	North Border (3)	
23-003	Edgeley (2)		09-097	Northern Cass	
11-040	Ellendale (2)		11-041	Oakes (2)	
18-127	Emerado		03-016	Oberon	
39-018	Fairmount		47-010	Pingree-Buchanan	
52-025	Fessenden-Bowdon		45-034	Richardton-Taylor	
30-039	Flasher		35-005	Rugby (2)	
50-005	Fordville-Lankin		41-006	Sargent Central	
37-006	Fort Ransom		53-409	St Joseph Williston	
03-030	Four Winds (2)		31-002	Stanley (2)	
24-056	Gackle/Streeter		43-409	St. Bernard's	
42-016	Goodrich		40-003	St. John School	
09-415	Grace Lutheran		36-044	Starkweather	
50-003	Grafton (3)		08-035	Sterling	
18-001	Grand Forks (18)		15-015	Strasburg (2)	
39-008	Hankinson		28-072	Turtle Lake-Mercer	
49-007	Hatton		02-002	Valley City (3)	
15-006	Hazelton/Moffit/Braddo		34-118	Valley-Edinburg(3)	
51-028	Kenmare (2)		39-037	Wahpeton (4)	
13-016	Killdeer		28-004	Washburn	
32-066	Lakota (2)		53-001	Williston (8)	
39-028	Lidgerwood		28-001	Wilton	
15-036	Linton		39-042	Wyndmere	

NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION
CHILD NUTRITION AND FOOD DISTRIBUTION: SCHOOL NUTRITION PROGRAMS

ANNUAL CIVIL RIGHTS TRAINING

The U.S. Department of Agriculture prohibits discrimination in school nutrition programs on the basis of race, color, national origin, sex, or disability.

1. **Collection and use of data**

Program applicants/participants may not be required to furnish information on their race or ethnicity on the application for free and reduced meals.

2. **Effective public notification systems –**
   a. Place the nondiscrimination "*Justice For All*" poster in a prominent area where participants and potential participants have ready access
   b. The public notification system contains the following basic elements: program availability, complaint information and the nondiscrimination statement.
3. **Complaint procedures**
   a. The person alleging the complaint must be provided with the nondiscrimination statement and procedure
   b. The nondiscrimination statement has the complaint process (the statement is on the "*Justice For All*" poster)
   c. A complaint alleging discrimination must be made within 180 days of the event
   d. Complaints should be forwarded to NDDPI or directly to USDA using the address in the nondiscrimination statement
4. **Compliance review techniques**
   a. The State Agency reviews civil rights as part of the compliance monitoring
   b. The Sponsor must check for civil rights when doing the on-site reviews
5. **Resolution of noncompliance**
   a. Resolve all civil rights issues (examples- special dietary needs, language asst.)
   b. Be response to corrective action regarding civil rights
6. **Requirements for reasonable accommodation of persons with disabilities – such as-** Special dietary needs, special eating utensils, equal access and service
7. **Requirements for language assistance**
   a. Forms are available in different languages, please contact the State Agency
   b. If you need an interpreter to explain the program to parents and one is not available locally, please contact NDDPI
8. **Conflict resolution**
   a. Assess the nature of the problem
   b. Take appropriate steps to notify all pertinent parties that there is a problem and work together to make a solution
   c. Follow-up
9. **Customer service**
   a. When a parent approaches you regarding a special dietary or any civil rights issue, treat them with respect and be helpful
   b. All participants must be treated in the same manner
   c. Be proactive and accommodating

Examples of Discrimination:

- Refuse a child's participation based on disability
- Serving meals at a time, place, or manner that is discriminatory
- Selectively distributing applications
- Segregating Kids
- Deliberately separating girls and boys

Civil Rights/Meal Access

Denying Meals as a Disciplinary Action

The denial of paid, free, or reduced-price meals or snacks and free or paid milk as a disciplinary action is prohibited. A student may be disallowed from eating in the school foodservice facility, and/or a different meal may be offered, but a reimbursable meal, snack under the ASP snack program or milk under the SMP must still be made available.

Forcing Students to Eat is Not Allowed

It can be very frustrating for some adults to see students throwing food away especially if you have the mindset that children need to belong to the clean plate club. Forcing children to eat can make them feel their own physical instincts aren't important and keep them from listening to their bodies. If allowed to follow their own instincts, children will stop eating when they are full. Forcing children to clean their plates has no place in the school breakfast and lunch programs. Using food as a reward is prohibited.

The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal and, where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email atprogram.intake@usda.gov. Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an EEO or program complaint please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish).Persons with disabilities who wish to file a program complaint, please see information above on how to contact us by mail directly or by email. If you require alternative means of communication for program information (e.g., Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). USDA is an equal opportunity provider and employer.

$2,500 Fruit and Veggie Grants for Schools

Project Produce: Fruit and Veggie Grants for Schools has $2,500 grants available to assist schools with encouraging increased consumption of and exposure to fresh produce through engagement in lunchroom activities that encourage students to taste new vegetables and fruits. To learn more about this grant opportunity visit www.thelunchbox.org/programs/grants/.

Online Back to School Communications Toolkit Now Available

Back-to-school season provides a perfect opportunity for partners to raise awareness about how dairy and breakfast can set kids up for a successful new school year. To help spread these messages, we've created an online Back to School Communications Toolkit that focuses on the positive connection between breakfast and learning, the ease of incorporating dairy into morning meals, as well dairy's nutritional and economic value The online toolkit resources are downloadable and include: talking points, a customizable news release and web/blog content, dairy Q&A, nutrition fact sheets, featured recipes, graphics and a social media calendar.

FILLABLE PRODUCTION RECORD BOOKS AVAILABLE

Fillable lunch, breakfast, Salad bar and afterschool snacks production pages are now available on our website. https://www.nd.gov/dpi/Administrators/ChildNutritionFoodDistribution/SchoolNutritionPrograms/MealPatterns/

OFFER VERSUS SERVE UPDATED GUIDANCE MANUAL

Offer Versus Serve (OVS) applies to menu planning and the meal service and allows students to decline some of the food offered in a reimbursable lunch or breakfast. The goals of OVS are to reduce food waste and to permit students to choose the foods they want to eat.

The Offer Versus Service Guidance Manual has been updated and is available with the additions highlighted for easy reference and is available at the link below.

WEBINAR SERIES

Below are two Webinars. You may utilize these webinars for Professional Development training hours. Please see the descriptions below. You can register by holding down the control (ctrl) key and clicking REGISTER.

Kids Eat Real Food – Marketing and Lunchroom Education

Join Curry Rosato, Farm to School and Events Coordinator and Chef Ann Cooper, Director of Boulder Valley School District, Boulder, CO to learn the techniques that have brought Boulder's kids back to the lunch program and raised participation every year since 2009. Learn marketing best practices and turn your students into "real food" aficionados.

When: Thursday, September 24th, 2:00 p.m. - 3:00 p.m. EST

The Numbers – Financial Management and Data Tracking

Join Nancy Howatt, The Lunch Box expert on Fiscal Management in school food programs. With over two decades of school district administration experience, Nancy will guide you through the critical areas for fiscally managing your program while taking on new challenges of scratch cooking, facility acquisition and improvement, assessing revenue opportunities and more. The Lunch Box fiscal tools were developed to provide you with information to make good management decisions while not adding significant time to your work load, join us!

When: Thursday, October 22nd, 4:00 p.m. - 5:00 p.m. EST

- See more at: http://www.thelunchbox.org/programs/webinars/#sthash.GcN96lUO.dpuf

World Smile Day: Friday October 2, 2015

October 2 is World Smile Day. Consider serving oranges cut in smile wedges.

School Nutrition Programs

Important Dates to Remember for School Year 2015-2016

Beginning of School Year - - - All families must receive the Letter to Households and Application for Free and Reduced-Price Meals. Students from households with approved applications on file or are on the Direct Certification list in STARS from the previous year must be allowed a 30 day carry-over of the previous eligibility determination. Once a current year application is received, it takes precedence over the previous year's application.

Note: Application Processing Timeframe: Free and Reduced-Price Meal Applications must be reviewed and an eligibility determination made within 10 working days of receipt of the application. The completed signed application must be dated when it is received. The determining official must date, sign, and document eligibility on the back side of the application.

10th of Each Month - - - The claim for reimbursement for each site is due for submission over the NDFoods system for prompt payment. (You do have 60 calendar days to complete/submit your claim.) The Claims Review Process/Edit Check must be completed each month before submission of Claim Reimbursement and retained in school files.

Reminder - - - The Racial/Ethnic Data Form must be completed sometime during the school year and retained in the school's file.

September 14-18, 2015---ND Farm to School Week

October 1 - - - This is the date that determines the number of applications to be verified. Record the number of approved applications on the district Verification Collection Report listed below due on December 15.

October 1, 2015 ---Pride of Dakota School Lunch Day

October 12-16, 2015 - - - National School Lunch Week This year's theme: School Lunch Snap Shot Check the School Nutrition Association website for more details: www.schoolnutrition.org

November 15 - - - Verification of 3% of Free and Reduced-Price Applications must be completed.
December 15 - - - Verification Summary Report due. This on-line form will appear in the NDFOODS work queue. Instructions are available at: Verification Summary Instructions.

February 1 - - - Local agencies with more than one food service site must perform at least one on-site review of each site with food service under its jurisdiction. The on-site review must take place prior to February 1.

March 7-11, 2016 - - - School Breakfast Week This year's theme: Wake Up to School Breakfast
Check the School Nutrition Association website for more details: www.schoolnutrition.org

May 2-6, 2016 - - - School Nutrition Employee Week

You are invited to join the Creating a Hunger Free North Dakota Coalition at the *Creating Hunger Free Communities* Summit September 17-18, 2015 in Bismarck at the Bismarck Event Center.

This event will bring together people working to make a hunger-free state.

Speakers from national organizations will share ideas and success stories as well as challenges including "Building Healthy Communities Through Partnerships and Prevention," the Minneapolis Branch of the Federal Reserve Bank; new directions in food assistance programs from *Feeding America*, the national food bank network; the Hunger Impact Program at the AARP Foundation; "How a Morning Meal Changes Lives" and North Dakota's own food and hunger experts will share ideas and experiences with those who attend. Music and visual displays will also be part of the conference experience.

Read the complete agenda.

The public is invited to make "Stone Soup" and learn about which ingredients you already have to end hunger in your community by stopping in to our Open House on Thursday, September 17 from 5:30 – 7:30 p.m. at the Bismarck Event Center.

Find complete registration information at bit.ly/HungerFree

Hotel room information

To take advantage of even more to do and see while in Bismarck, plan to stay on for the Downtowners' Street Fair taking place September 18-19.

Do you share the vision of a hunger-free North Dakota? Join us at the *Creating Hunger-Free Communities* Summit in Bismarck and return home with plans for what you can do to end hunger in your community!

Funds available to plant community and school orchards

North Dakota Department of Agriculture

July 29, 2015

BISMARCK – Agriculture Commissioner Doug Goehring says $40,000 is available to help North Dakota communities and schools plant orchards in 2016.

Communities and schools are eligible to apply for grants of $500 to $10,000. The grants are available on a competitive basis.

"Through this program, groups will have the opportunity to enhance the beauty of their local communities and schools and increase awareness of specialty crops," Goehring said. "This is the third year of funding for these grants with 21 past recipients."

Goehring said grant funds can be used for plants, trees, planting supplies, soil amendments, irrigation and fencing supplies, but not permanent structures, the purchase of land or capital expenditures.

"A community orchard project can help foster community spirit, provide service hours to individuals in a community and can be used as an outdoor living classroom for education in local schools," he added.

The North Dakota State University Extension Service has developed a guide, ***Starting a Community Orchard in North Dakota,*** to help applicants in preparing grant applications. It can be found on the North Dakota Department of Agriculture (NDDA) website at www.nd.gov/ndda/files/Marketing/OrchardManualFinal.pdf.

Application forms for the grants are available on the NDDA website at www.nd.gov/ndda/program-info/local-foods-initiative/community-orchard-project.

Grant applications must be received by October 23, 2015.

Goehring said questions about the grant program should be directed to Jamie Good, local foods marketing specialist at (701) 328-2659 or jgood@nd.gov.

The North Dakota Community Orchard Project is part of NDDA's Local Foods Initiative, funded through the USDA Specialty Crop Block Grant Program.

In-Person Sanitation Training Fast Approaching!

An in-person sanitation training for food service workers will be held on Wednesday, September 9th in Bismarck. This free training will be from 8:00 AM-5:00 PM with a break for lunch. Remember, USDA Professional Standards rule requires new managers hired **after** July 1, 2015 to complete a sanitation and safety course within 30 days of employment if they have not taken an eight hour sanitation class within the last five years. ND law requires new lead food service workers to complete a sanitation and safety course within the first 6 months of employment if they have not taken an eight hour sanitation class within the last five years. This class will fulfill these requirements. If you have any questions about whether or not you need the class, please call Joe or Kaye at 1-888-338-3663 or write Kaye at ksknudson@nd.gov

Visit this website to register for the training www.eventbrite.ca/e/sanitation-and-safety-for-nddpi-child-nutrition-tickets-17763755872. See you September 9th!

CELEBRATE NORTH DAKOTA FARM TO SCHOOL WEEK SEPT. 13-19

t's back to school and that means school lunches, too. North Dakota Governor Jack Dalrymple proclaims Sept. 13-19 as this year's North Dakota Farm to School Week. So, in addition to planning your classroom activities, it's not too early to begin planning your Farm to School Week, National Farm to School Month and the Midwest Apple Crunch activities.

Whether it's holding an Apple Crunch Day at noon on Thursday, Oct. 22; touring the school garden for science or holding a Student Iron Chef competition, we'd like to have you share your ideas and support for farm to school with others. No school is too small or too large to incorporate a farm to school activity.

Farm to School activities can be as simple as serving locally grown veggies on your school lunch tray; inviting a farmer to speak during class; or making a trip to the countryside and visiting a farm. A trip to the pumpkin patch to collect gourds and pumpkins to decorate the school may be a fun activity. And, don't forget to involve your PTAs and other parent groups as volunteers for Farm to School Week.

If you're searching for project inspiration, recipes or downloadable Harvest of the Month posters, or just looking for more general information about ND Farm to School Week, National Farm to School Month or the Midwest Apple Crunch, please visit www.ndfarmtoschool.org. For handouts and information about the National Farm to School Network, visit www.farmtoschool.org where you'll also be able to find recipes and downloadable posters for celebrating agriculture in North Dakota. When you've completed your project, share your photos and stories about farm to school in your school by emailing them to sbalcom@farrms.org.

For additional information on farm-to-school week, contact Sue Balcom at sbalcom@farrms.org

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Pride of Dakota School Lunch Day: October 1, 2015

Please celebrate Agriculture in the Classroom/ Pride of Dakota (POD) School Lunch Day by serving North Dakota grown food such as beef, corn, wheat, honey, cheese, sunflower seeds and pinto beans.

The date is set for Thursday October 1, 2015. POD is a project of the North Dakota Agriculture Department. Every lead school food service worker and principal will receive information from the ND Agriculture Department. If you have questions please call or write:

Kaitlyn Tollefsrud
Agriculture Marketing Specialist/
Agriculture In The Classroom
ND Department of Agriculture
Office - (701) 328-4759
ktollefsrud@nd.gov

Smart Snacks in School Regulations

The Healthy Hunger Free Kids Act of 2010 (HHFKA) ushered in many changes for school meals. It also granted USDA the authority to establish nutrition standards for all foods and beverages **sold** to students in school during the school day. **Any food that meets the standards can be sold during the school day.**

We have been receiving questions on the Smart Snacks regulations.

Q 1: What times do vending machines need to be turned off?

A: Never, if all the items in the machine meet the Smart Snacks nutrition standards. Vending machines with non-smart snacks need to be turned off until 30 minutes after the school day ends.

Q 2: What about students bringing unallowable food items from home?

A: The Smart Snacks rule only applies to food SOLD in school. Schools are free to write any extra rules in their Local Wellness Policy if the school does not want students, staff or parents bringing in certain items. Several people mentioned soda. There is no law that students cannot have soda in school, only if someone is selling it to students. The Smart Snack rule for beverages does not allow soda to be sold to students in grades K-8, however, high school students can be sold carbonated beverages with less than 60 calories in 12 ounces or less than 10 calories in 20 ounces. This would allow the sale of diet soda, diet teas and some coffee drinks in high schools if the beverage meets the calorie limits.

Starting in school year 2014-15, the following regulations apply to all foods SOLD to students during the school day. ***The school day is considered midnight until one half-hour after the last bell.***

Any food sold in school must first:

- Be a "whole grain rich" grain product; OR
- Have as the first ingredient a fruit, a vegetable, a dairy product or a protein food; OR
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable; OR
- Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber). This temporary qualification goes away on July 1, 2016.

Foods must ALSO meet these nutrient requirements (unless it is a fruit or vegetable with low amount added sugar)

Calorie Limits
- Snack items must be less than 200 calories
- Entrée items must be less than 350 calories

Sodium Limits
- Snack items must be less than 230 mg (200 mg after July 1, 2016)
- Entrée items must be less than 480 mg

Fat Limits
- Total fat must be less than 35% of calories
- Zero grams trans-fat ($\leq$.5 grams)
- Saturated fat must be less than 10% of calories. Exemptions for: reduced fat cheese, part skim mozzarella cheese, nuts, seeds, nut or seed butters.

Sugar Limit
- Less than 35% of weight from total sugars

Beverage Standards

All Schools may sell

Plain Water

Unflavored low fat milk

Unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP

100% fruit or vegetable juice and

100% fruit or vegetable juice diluted with water (with or without carbonation) and no added sweeteners

Elementary Schools may sell up to 8 oz portions, middle and high schools may sell up to 12 oz portions.

High schools may sell caffeinated beverages and beverages up to 20 ounces within the following calorie limits:

≤ 40 calories per 8 ounces or

≤ 60 calories per 12 ounces.

20 ounce beverages must be ≤ 10 calories per 20 ounces.

Fundraisers, Food Brought from Home and Classroom Parties

The standards do not apply to food brought in for birthdays, parties, and other classroom activities, or a student's cold lunch brought from home.

The standards do not apply during non-school hours, on weekends and at off-campus fundraising events or for food ordered during the school day and taken home.

States have the flexibility to set a certain number of fundraisers that can sell foods or beverages that do not meet the nutrition standards. North Dakota has set the limit at 3 exemptions per school building per year with a duration of one day.

There is no limit on fundraisers that DO meet the new standards.

Fundraising activities that take place outside of school, such as cookie dough or frozen pizza sales, are exempt from the nutrition standards. Distribution of order forms and the sale of foods not intended for consumption at school may continue.

A product calculator can be found online at: www.healthiergeneration.org/calculator
Enter the snack item nutrients, etc., (using the label on the snack), the calculator will determine if the snack qualifies!
FYI: water is a beverage, ice is a food.

A list of approved products can be found at: www.healthiergeneration.org/productnavigator

Another list of healthy products: http://www.johnstalkerinstitute.org/alist/
Detailed information can be found at http://www.fns.usda.gov/school-meals/smart-snacks-school

You may also contact NDDPI Child Nutrition: Deb Egeland, Kaye Knudson, Linda Schloer or Joe Oster at 701-328-2294 or 1-888-338-3663 or Lesli Murch at 1-888-788-8901 for more information.

Deb Egeland degeland@nd.gov

Kaye Knudson ksknudson@nd.gov

Joe Oster jjoster@nd.gov

Lesli Lurch lmurch@nd.gov

Stephanie Miller snmiller@nd.gov

Reduced-Price Breakfast is FREE this year! Send your student to school for breakfast.

The 2015 North Dakota Legislature included money in the ND Department of Public Instruction budget to pay the 30 cents for families eligible for reduced-price breakfast. Families on reduced-price meals can send their students to school for breakfast and not be charged. Students who eat breakfast at home or at school are better able to concentrate in school all day.

NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION

Lights, Camera, Action! Get ready for National School Lunch Week (NSLW)

October 12-16, 2015

"School Lunch Snapshot" is the theme for NSLW 2015. What is National School Lunch Week? It's a week to celebrate the benefits of eating a nutritious school lunch! Research has shown that schools that have participated in NSLW saw an increase in their program's participation. When your school participates in NSLW 2015 you will be able to promote your school lunch program and increase community awareness of all the benefits of a healthy school lunch.

5 Tips for Success:

Get students involved- the more involved students are with the planning of the celebration week the more excited they will get.

Decorate-Have students decorate the lunchroom- don't forget to take a snapshot of their creations!

Communicate with parents-download the parent/student backpack brochure to inform parents about your promotion. Send it home along with your menu so parents know it's a special week.

Get the word out- There are many resources, templates and tip sheets to download to make your event a success. Go to www.schoolnutrition.org/nslw to get started!

Share your celebration- Get out your cameras during the event and share your snapshots! You can ask teachers, parents or other volunteers to help snap pictures. "School Lunch Snapshot" is all about social sharing. Social media sites are a great way to reach parents and students. Share them on your school website, Facebook page, school newsletter and with the local newspaper/media. You can even share them with SNA (School Nutrition Association) and they may be featured in the School Nutrition magazine or even on their Facebook page! (Just remember to get media release forms signed or check your school's policy).

So, get out those cameras and take some snapshots of your nutritious school lunch, your decorated lunchroom, your amazing staff and all those hungry students eating a healthy school lunch. And go ahead and share them! Don't forget to use the hashtag #NSLW or #SchoolLunchSnapshot.

School Breakfast Outreach Activities

All school districts participating in the School Breakfast Program are required to conduct outreach to children and families to encourage them to participate in the school breakfast program. This outreach should occur regularly throughout the school year. Outreach activities may include:

- Include information about school breakfast in the packet of materials that go to parents at the beginning of the school year;
- Feature easy-to-access information about school breakfast on the school website that highlights the fact that qualifying for free or reduced-price meals includes breakfast, not just lunch;
- Promote breakfast frequently in emails, robo-calls (automated voicemails), on school district radio/TV stations when available, social media outlets such as Facebook and Twitter, and other communications with parents;
- Mail postcards to families to encourage them to participate;
- Conduct promotional activities (e.g. contests, celebrity appearances, special themes) that encourage students to participate;
- Enlist teachers and principals to encourage students to participate by providing information about the breakfast program and effective strategies to encourage students to participate (e.g. modeling good eating behaviors, scheduling before-school activities in the cafeteria during breakfast);
- Provide school breakfast participation rates to principals, as they often are unaware of how few students participate in school breakfast;
- Inform teachers by having the School Breakfast Program as an in-services topic to make sure they know about the academic benefits to participation, barriers to participation, and ways that teachers can help encourage students to participate in breakfast; and
- Form student nutrition committees to taste new items and promote the program among peers.

Serving Meals to Enrolled Pre-Kindergarten Students

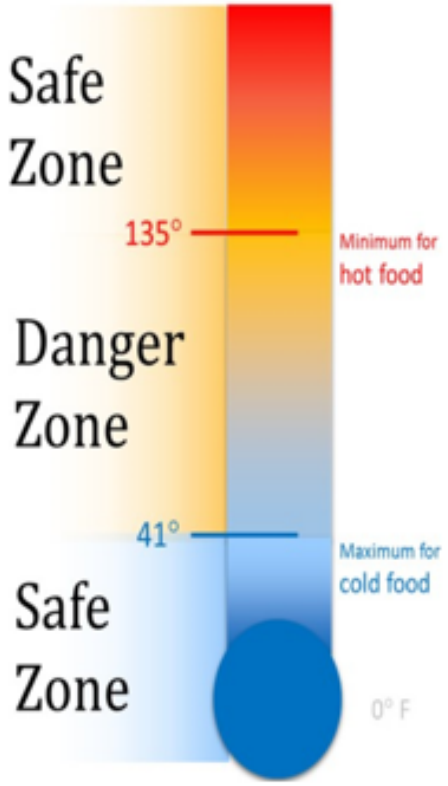
Schools serving meals to enrolled Pre-K students may choose to either follow the Child and Adult Care Food Program (CACFP) meal pattern or the School Breakfast Program (SBP) and National School Lunch Program (NSLP) meal pattern. Here are a few items schools need to consider before choosing a meal pattern. The CACFP meal pattern does provide smaller portions; however, it does not allow the Offer Verses Serve option. Pre-K students on the CACFP meal pattern must have all meal components on their tray to be reimbursable. Schools deciding to use the SBP/NSLP and implement Offer Verse Serve must offer four food items at breakfast. Students must select at least three food items and one must be a half cup fruit or vegetable. Five food components must be offered at lunch. Students must select three of the five food components one of which needs to be a half cup of fruit or vegetable for a reimbursable meal.

The CACFP and SBP/NSLP meal pattern link are below.

https://www.nd.gov/dpi/Administrators/ChildNutritionFoodDistribution/ChildAdultCareFoodProgram/MealPatterns/

QUICK TIPS: School Food Service Sanitation

Danger Zone



Potentially Hazardous Foods

* Potentially hazardous foods are the favorite foods of food poisoning microorganisms

* Food poisoning microorganisms grow very quickly on potentially hazardous foods

* Potentially hazardous foods must be kept at safe temperatures of at or below 41˚ or above 135˚ to prevent rapid growth of these harmful microorganisms

List of Potentially hazardous foods

-Meats/fish/shellfish/poultry
-Dairy products
-High protein foods
-Cut fruits and produce
-Creams or custards
-Potato dishes
-Oils in garlic mixtures
-Sprouts

School Lunch Golden Rules

- Always document temperatures of coolers, freezers, storerooms, and items that are ready to be served on your line
- Store all potentially hazardous food below or away from foods that are ready to eat (items that do not need further preparation)
- Make sure the dish room has two individuals working—one handling soiled dishes and the other handing clean dishes. If one person is handling both they must wash hands between handling of clean and dirty dishes.
- Remember that you probably cannot wash your hands enough, your gloves are only as good as one hand washing, and keep food out of the danger zone as much as possible
- Keep raw food and ready to eat food separate—AVOID CROSS CONTAMINATION!

USDA School Foods Update

August/September 2015 Issue

Per Meal Rate SY 2015-2016

The USDA has announced that the national average meal rate for 2015-2016 will be $.3025 cents per meal.

Foods for 2015-2016: The USDA has experienced buying issues due to the Avian Flu. Turkey Roast (#100125), Turkey Breast Deli (#100121) and Turkey Breast Deli Sliced (#110554) were cancelled due to the Avian Flu. We have order extra Chicken Diced (#100101), Chicken, Unseasoned Strips, Cooked (#110462), and Turkey Roast (#100173) to help make up for the turkey product cancellations.

USDA Foods Available for SY 2015-2016

Canned and Dry

- Corn
- Green Beans
- Spaghetti Sauce
- Apple Sauce
- Apple Slices
- Applesauce, Cups
- Peaches, Cling, Sliced
- Peaches, Cling, Diced
- Pears, Sliced
- Pears, Diced
- Raisins
- Fruit, Mixed
- Salsa
- Peanut Butter
- Bean, Refried
- Beans, Black
- Tomato Sauce
- Spaghetti, WG Rich
- Tomato, Diced
- Rotini, WG Rich

Frozen/Refrigerated

- Potato Wedges
- Potato Oven
- Peach Cups
- Strawberry Cups
- Chicken, Diced
- Chicken, Unseasoned Strips, Cooked
- Pork Roast, Leg
- Chicken Fajita Strips
- Beef, Ground
- Beef, Crumbles, Cooked
- Beef, Patties, 90/10, Raw
- Ham, 97% Fat Free
- Tortillas, Whole Grain
- Broccoli, Florets
- Carrots
- Blueberries
- Pancakes

Cheese

- American Blend Cheese, Sliced
- Cheddar Cheese, Shredded, Reduced Fat
- Mozzarella Cheese, Shredded, Reduced Fat

Check out our new website to find all USDA Food information!!
https://www.nd.gov/dpi/

Processed Food Items SY 2015-2016

Asian Food Solutions:	Pilgrim's Pride:	Cargill Kitchens:
Tangerine Chicken	WG Breaded Chicken Strips	WG French Toast Sticks
Japanese Cherry Blossom Chicken	WG Breaded Popcorn Chicken	Colby Cheese Omelet
Teriyaki Chicken	WG Breaded Chicken Nuggets	Sausage & Cheese Frittata
	WG Breaded Chicken Patties	Grilled Egg Patties
		Pre-Cooked Scrambled Egg

2015-2016 Monthly Survey Schedule	
Survey Available	**Delivery Month**
April 6-19	August, 2015
May 4-17	September, 2015
Aug 17-30	October, 2015
Aug 31-Sept 13	November, 2015
Oct 5-18	December, 2015
Nov 9-22	January, 2016
Dec 7-20	February, 2016
Jan 10-23	March, 2016
Feb 7-20	April, 2016
March Annual Survey	

Delivery Schedule for 2015-2016		
Route A	Route B	Route C
August 10-14	August 17-21	August 24-28
September 7-11	September 14-18	September 21-25
October 5-9	October 12-16	October 19-23
November 2-6	November 9-13	November 16-20
November 30- Dec. 4	December 7-11	December 14-18
January 4-8	January 11-15	January 18-222
February 1-5	February 8-12	February 15-19
Feb 29 - Mar 4	March 7-11	March 14-18
April 4-8	April 11-15	April 18-22

Contact Information:
Tara Koster
tkoster@nd.gov
701-328-2294 or 888-338-3663

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