

# 2026 ISBE School Nutrition Training

Thursday, June 25—Springfield



7:45—8:30

## Check-In

### ***School Breakfast Program Meal Pattern—Compliance, Flexibilities, and Practical Application—***

Jessica Smith, ISBE

This session will provide an overview of the SBP meal pattern, including required components, minimum quantities, and common areas of noncompliance identified during Administrative Reviews. We will also discuss recent flexibilities related to vegetables at breakfast. Participants will walk through real-world examples and learn practical strategies to support menu planning, production records, and reimbursable meal service.

8:30—9:20

### ***Direct Certification—***Roxanne Ramage, ISBE

This session will cover the electronic direct certification process. Illinois provided eligible student matches based on SNAP, TANF, income-eligible Medicaid (free and reduced price eligible) as well as Foster Students. There is also a process to display students that are determined homeless, runaway or Head Start based on SIS data for public schools only. School staff are encouraged to attend this session as a first time training or as a refresher training for SY26-27 eligibility determinations beginning as soon as July 1, 2026.

### ***Child Nutrition Programs 101—***Tim Murphy, ISBE

We will take a look at the federal nutrition programs, highlight the School Nutrition Programs Administrative Handbook, and show you how to make the most of the ISBE Nutrition Department webpage and other resources to stay in the know.

9:30—10:20

### ***National School Lunch Program Meal Pattern—***Beth Tanner, ISBE

Learn how to navigate the meal pattern and nutrition standards in the NSLP. During this session we'll cover details on all five required food components, the dietary specifications, offer versus serve (OVS), as well as resources and tools to help you plan your menus.

### ***Certification of Household Eligibility Applications—***Roxanne Ramage, ISBE

This session will provide information about the USDA program requirements for the determination of meal benefits when processing household eligibility applications. School staff are encouraged to attend this session as a first time training or as a refresher training for SY26-27 eligibility determinations beginning as soon as July 1, 2026.

### ***Professional Standards—***Emily Durbin, ISBE

Participants will learn about the professional standards for employees who work with the School Nutrition Programs. This session covers annual training requirements and hiring criteria for new directors, highlights various training resources, and provides tips on how to develop an annual training plan, choose relevant training topics, and keep adequate records to demonstrate compliance.

10:30—11:20

### ***Dietary Accommodations—***Debbie Kains, ISBE

This session will cover adjusting menus for required or requested modifications, proper documentation, and help with understanding what is considered a disability according to federal law.

### ***General Procurement—***Christina Smith & Liz Malone, ISBE

What is procurement? This session will provide a high-level overview of procurement requirements and show you where to find the resources needed to be successful.

### ***Everybody WINS: Navigating, Claiming, and Reporting—***Megan Kuchar & Alex Wheeler, ISBE

Join us for a guided tour of WINS (Web-Based IL Nutrition System)! We'll walk through how the database is organized, how claims are processed, and how to leverage reports for program oversight and decision-making. This session is designed to make the system easier to understand and give you practical tips you can use in your day-to-day operations.

**Staying Compliant with Buy American**—Judy Foster, ISBE

In this session, you'll learn what the Buy American provision requires for school meal programs and how it applies to your purchasing practices. In addition, your responsibilities for documenting and tracking non-domestic foods will be discussed to ensure you are prepared for your next administrative review.

11:30—12:20

**Procurement Compliance Monitoring for LEAs with a Food Service Management Company**—Yvonne Jablonski, ISBE

This session will review what is needed by the LEA for a procurement review as well as steps included in the procurement review process.

**Food Distribution Program**—Paula Williams, ISBE

Join us to learn about the Food Distribution Program. We will review funding allocations, spending options, program operations and more!

12:20—1:00

**Lunch**

**Serve It Safely Food Handler course by University of Illinois Extension**—Leah Erke, U of I Extension

Learn essential food safety for non-restaurant food service, including storage, cleaning/sanitizing, personal hygiene, and more. This training is approved by the Illinois Department of Public Health; participants will receive a certificate good for three years. Note: This is a continuous 2-hour session; attendees must be present for the entire presentation (1:10—3:10 PM) to receive their certificate.

1:10—2:00

**Strategies for Boosting Breakfast Participation**—Trina Ragain, ISBE

In most schools, more students participate in school lunch than breakfast. We'll explore strategies to increase breakfast participation, from innovative menu ideas to Breakfast After the Bell programs. Come ready to share your most pressing breakfast challenges and biggest breakfast successes.

**Local Wellness Policies: Content Requirements**—Beth Tanner, ISBE

All NSLP and/or SBP sponsors are required to have a Local Wellness Policy. This session will cover what USDA requires to be in these policies, at a minimum, as well as tools and resources to assist with policy development.

**(Continued) Serve It Safely Food Handler course by University of Illinois Extension**—Leah Erke, U of I Extension

Note: This is a continuous 2-hour session; attendees must be present for the entire presentation (1:10—3:10 PM) to receive their certificate.

2:10—3:00

**On-Site Monitoring**—Carol Montague & Jonathan Bahnsen, ISBE

This session will highlight how strong self-monitoring practices help ensure compliance with USDA requirements while supporting high-quality, consistent meal service. Participants will review monitoring timelines, required documentation, best practices for reviewing meal service, and counting and claiming. Participants will learn practical strategies to identify issues early, strengthen accountability, and confidently prepare for administrative reviews.

**Local Wellness Policies: Completing the Triennial Assessment**—Beth Tanner, ISBE

Local Wellness Policies must be assessed by the sponsor at least once every three years; this is called the triennial assessment. This session will explain how to complete, track, and document triennial assessments.

