



Nutrition and Wellness Programs Child Nutrition Programs E-mail Alert

March 26, 2015

School Nutrition Programs: SY2015-16 Training Opportunities

SY2015-2016 Training Opportunities for School Nutrition Program Sponsors

ISBE's Nutrition and Wellness Programs Division will host a variety of training opportunities for school nutrition program staff for SY2015-2016. There is no registration fee for these workshops. Beverage service only will be available. Please save the date for the workshop(s) in your area that are applicable to your job duties. [Registration is now available online](#). For complete information visit <http://www.isbe.net/nutrition/> selecting *Upcoming Workshops*. Locations tend to fill up quickly, so complete registration as soon as announced to secure your space.

School Meals Menu Planning 101 (Held in Conjunction with Direct Certification, Certification, and Verification Workshops)

This ½ day workshop will be a beginner's level hands-on workshop with menu planning activities geared to the school nutrition personnel that plan the National School Lunch and School Breakfast Program menus. This workshop provides basic information about the breakfast and lunch meal patterns, nutritional requirements, as well as offer versus serve. Each workshop location is limited to 50 attendees, so we request that each school register no more than 2 staff to attend this training.

Dates and Locations

- July 22, 2015 – Lisle (morning session with repeated afternoon session)
- July 23, 2015 – Normal (morning session with repeated afternoon session)
- July 28, 2014 – Fairview Heights (morning session with repeated afternoon session)

Direct Certification, Certification, and Verification (Held in Conjunction with School Meals Menu Planning 101 Workshops)

This ½ day workshop will be a training on the overall regulations related to the use of the *Electronic Direct Certification System*, certification of household eligibility applications, and verification efforts. Staff that work directly with the overall certification process at your school district would be the best persons to attend this training session.

Dates and Locations

- July 22, 2015 – Lisle (morning session with repeated afternoon session)
- July 23, 2015 – Normal (morning session with repeated afternoon session)
- July 28, 2014 – Fairview Heights (morning session with repeated afternoon session)

Overview of the Administrative Review Process

This ½ day training will provide sponsors an overview of the Administrative Review (AR) including all USDA checklists and resources. The Administrative Review is an assessment conducted by the Illinois State Board of Education (ISBE) of the School Food Authority's (SFA) administration of the National School Lunch Program (NSLP), School Breakfast Program (SBP) and other school nutrition programs. The objectives of the AR are to determine whether the SFA meets program requirements, provide technical assistance, secure any needed corrective action, and assess fiscal action, if applicable. ISBE must conduct ARs of all SFAs participating in the NSLP and/or SBP at least once during each three-year review cycle period. The first three-year review cycle began SY2013-2014.

Dates and Locations

- **October 2015 – To Be Announced**

[Register today!](#) If you have any questions, please do not hesitate to contact our staff at (800) 545-7892 or via email at cnp@isbe.net.