

THE OUTLOOK

A Monthly Newsletter for School Nutrition and Wellness Programs

CELEBRATE SCHOOL NUTRITION CHAMPIONS

Does your district have a dynamic food service director, a cashier that puts smiles on all the students' faces, a super creative cook, or an administrative assistant that knows all the ins and outs of the National School Lunch Program regulations? The Illinois State Board of Education Nutrition and Wellness Programs Division wants to hear about them!

We are seeking online nominations for the **second annual School Nutrition Champion Award**. Anyone can nominate a school nutrition professional for the School Nutrition Champion Award. This includes students, parents, community members, and other district and school staff.

The award will be presented to one school nutrition champion from Illinois on Friday, May 4, 2018, which is [Super Lunch Hero Day](#). The special day will help launch School Nutrition Employee Week (May 7-11). From now until then, we will be highlighting nominees for the award in [The Outlook](#), our monthly newsletter for school nutrition programs in Illinois. The **deadline for nominations is 5 p.m., Friday, March 30, 2018**. A committee of ISBE staff will determine an overall winner.

Last year's School Nutrition Champion was **Sandra Duniphan**, the cafeteria manager for **Pontiac-William Holliday School District 105** in Fairview Heights. Check out all of [last year's nominees](#).



SCHOOL NUTRITION CHAMPION AWARD

Nominate someone today! Visit our [School Nutrition and Wellness Champions page](#) and click on the "School Nutrition Champion Award" tab to find the online nomination form. Tell us who you are, who you are nominating, tell us about their career history/qualifications (250 words) and how they go above and beyond (500 words).

Plan something special for [School Lunch Hero Day \(Friday, May 4\)](#) and [School Nutrition Employee Week \(May 7-11\)](#). You can get a [sample news release and sample proclamation](#) on the School Nutrition Association website and also meet Jarrett J. Krosoczka, author of the "Lunch Lady" book series, who SNA is partnering with to help recognize school nutrition employees.

NEWS BRIEFS

NEW SCHOOL RECIPES

The **Midwest Dairy Council** recently asked us to share 10 new recipes with School Food Authorities. Check them out! [Asian Slaw](#), [Baked Caribbean Lime Fish Sticks](#), [Chipotle BBQ Three Bean Salad](#), [Creamy Arroz Con Pollo](#), [Creamy Herb Yogurt Dressing](#), [Spiced Yogurt Muffins](#), [Greek Yogurt Banana Muffins](#), [Sriracha Chicken Salad Wrap](#), [Ranch Veggie Pattie on a Bun](#), and [Fruity Yogurt Popsicles](#).



SNA EVENTS

Registration opens Jan. 3 for the second annual **School Nutrition Association's Virtual Expo**, which is set for Feb. 6 to March 16. Visit the [SNA website](#) to learn more about the opportunity. Registration is also underway for the [2018 ILSNA Winter Conference](#), set for Feb. 1-2 at Starved Rock Lodge in Utica. Please note the conference will fill up fast.



GRANT OPPORTUNITY

The Chef Ann Foundation, National Fruit and Vegetable Alliance, United Fresh Start Foundation, and Whole Foods Market founded **Salad Bars to Schools** with the goal for every school in the country to have a salad bar as part of their school food service program. Get started at www.saladbars2schools.org to find out how your school can get a salad bar.



Comments Sought on New Rule for Meal Flexibilities

The U.S. Department of Agriculture recently announced an [interim final rule on flexibilities for milk, whole grains, and sodium requirements](#) that will become effective on July 1 for the 2018-19 school year. Through Jan. 29, the USDA is accepting [comments on the rule online](#) and via mail to: School Programs Branch, Policy

and Program Development Division, Food and Nutrition Service, P.O. Box 2885, Fairfax, VA 22031-0885.

The comments from the public on the long-term availability of these flexibilities will help develop a final rule, which is expected to be published in the fall of 2018 and implemented in school year 2019-20.

USDA POLICY UPDATE

◆ [FD-107, Donated Food Storage, Distribution, and Product Dating](#). (11/21/17) This memorandum is meant to provide clarification and guidance on policies and procedures for donated food storage and distribution as they relate to product dating.



◆ [SP01-2018, Updated Infant and Preschool Meal Patterns in NSLP and SBP: Q&As](#). (10/19/17) This memo provides guidance on the updated School Meal Programs' infant and preschool meal patterns. This memorandum also includes Questions and Answers.

View all policy memos for school meals on the [USDA website](#).

USDA Seeking Public Input on Child Nutrition Food Crediting

The USDA's Food and Nutrition Service announced an [invitation to submit ideas on food crediting](#), the system that defines how each food item fits into a meal for the National School Lunch Program and other federal child nutrition programs. The information collected will help them better understand its stakeholders' perspectives.

meet the minimum meal pattern requirements of the respective program. Crediting is the process designed by the USDA to specify how individual food items contribute to the Child Nutrition Programs' meal patterns. Several factors impact how food products can credit toward reimbursable meals, such as volume, weight, and overall nutrient profile.

In order to claim federal reimbursement, Child Nutrition Program operators must serve meals and snacks that

Electronic comments are preferred and may be submitted at the [Federal Register](#) through Feb. 12, 2018.

DID YOU KNOW?

FAQs Answered by Nutrition and Wellness Programs Division Staff

Verification Summary Report

Q: We did not complete and submit the ISBE Verification Summary Report (VSR) by Dec. 15. What are the possible issues that could result from failure to complete and submit an accurate VSR by the deadline?

A: The Verification Summary Report is due annually on or before Dec. 15, although the deadline has been extended to Jan. 10 this year.

Any NSLP/SBP sponsor (district) that does not submit the VSR by the deadline is subject to withholding of payment of any meal claims filed after deadline. NSLP/SBP sponsors will be able to continue filing claims, but payment of those claims will not be completed until a complete and accurate VSR is submitted to ISBE.

For more information on the Verification process and the VSR, visit <https://www.isbe.net/Pages/School-Based-Child-Nutrition-Documents.aspx>.

Direct Certification

Q: When will Direct Certification be available?

A: The Electronic Direct Certification System remains offline. We are working to update guidance and system matching processes as it relates to the new computer system used by the state of Illinois to provide recipient benefits for SNAP, TANF, and Medicaid.

Case identification numbers (agency identifiers) for these programs have changed during this transition time and guidance will be forthcoming. The number is now nine digits in length.

While we do not have an exact date for the Electronic Direct Certification System to be back online, we are working to have it up as soon as possible. Once this guidance is available, all sponsors will be notified and the system will be available. Thank you for your patience during this time.

Please continue to process new Household Eligibility Applications to insure qualification for free and reduced meals.

On-Site Reviews

Q: Who is required to do the On-Site Review? When is it due? Where is the form I need to use? What staff person should complete it? What if we find problems? What do I do with it when I have completed it?

A: Each school food authority (SFA) with more than one site where reimbursable meals are served must annually conduct their own review of each site's meal count and claiming procedures. ISBE recommends even districts with one site perform an annual on-site review of meal counting and claiming procedures. SFA's must conduct their own review of each site approved to participate in the NSLP and at 50 percent of the sites approved to participate in the SBP. Each site in the SBP must be reviewed at least once every two years.

The on-site reviews must be conducted before Feb. 1. [The required form is available on ISBE's website.](#)

The individual that should conduct the on-site review should be familiar with program rules and should be outside the daily operations to provide an objective look at the operations. The review must be conducted by SFA personnel and may not be conducted by contracted parties who are providing the meal service.

If the review finds problems, the SFA must correct problems immediately and conduct a follow-up review within 45 calendar days of the initial review. The same on-site form can be used for the follow-up review, you would just mark "follow-up" on the form to indicate that this is a follow-up review.

You do NOT need to send a copy of the completed form to our office, just maintain a copy of your completed form at the SFA and our monitoring staff will ask for it when they conduct Administrative Reviews.

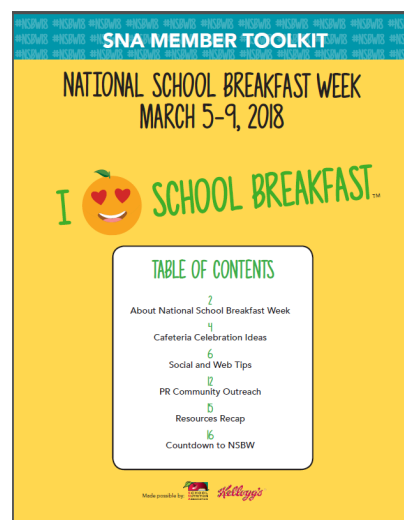
'I Heart School Breakfast'

National School Breakfast Week (NSBW) is set for March 5-9, and this year's theme is "I Heart School Breakfast." Here are couple resources to help you step up to the challenge and plan something special!

Check out the USDA's Team Nutrition for great [School Breakfast Program materials](#) to celebrate the special week. The space-themed ["Launch Your Day With Breakfast"](#) and ["Start Your Day on the Right Foot,"](#) which encourages walking are two things to consider from the [Popular Events Idea Booklet](#).



The [School Nutrition Association](#) has a wide variety of resources, including the [2018 NSBW Toolkit](#). The toolkit offers social media tips (#NSBW18), activity sheets, a sample press release, and more.



Don't miss Team Nutrition's [MyPlate Guide to School Breakfast for Families](#), which is available in both English and Spanish. The one-page, full-color fact sheet is great to communicate to parents about what makes a healthy school breakfast. Like many Team Nutrition materials such as posters and booklets, it is available in print and online as a PDF to schools participating in the National School Lunch Program and the School Breakfast Program.



B'FAST LINKS

- ◆ [School Breakfast Program](#)
- ◆ [School Breakfast Mandates in IL](#)
- ◆ [Rise and Shine IL Breakfast After the Bell Grants](#)
- ◆ [FRAC Breakfast Matters Webinar](#), Jan. 11

Deadline is Feb. 2 for NSLP Equipment Assistance Grant Request for Proposals

More than \$1.365 million will be awarded to School Food Authorities (SFAs) in fiscal year 2018 for the replacement, renovation, or purchase of kitchen equipment that will allow SFAs to serve healthier meals that meet the updated meal patterns, with emphasis on more fruits and vegetables in school meals, improve food safety, and expand access.

ISBE is required to competitively award the **NSLP Equip-**

ment Assistance Grants to eligible SFAs participating in the National School Lunch Program. Higher priority must be given to high-need schools where 50 percent or more of the enrolled students are eligible for free or reduced price meals.

The FY 18 NSLP Equipment Assistance Grant Request for Proposals (RFP) is available at <https://www.isbe.net/Pages/Equipment-Grants.aspx>. The deadline to apply is Feb. 2.

ICS Orders Begin Jan. 5

The Illinois Commodity System (ICS) will be ready for you to place your SY19 Annual USDA Foods Order from Jan. 5 to Feb. 18.

PLEASE NOTE FOR SCHOOLS THAT DIVERT TO PROCESSORS: All diversions must be placed by Feb. 4. The Diversion to Processor form will be locked from Feb. 5 through Feb. 11 while we compile the list of eligible processors for SY19. The diversion screen will then be unlocked from Feb. 12 through Feb. 16 for final adjustments if needed.

After Feb 16 you will not be able to change any processing diversions.

Now would be a great time to take a look at your current balances on K12 Foodservice and ProcessorLink to start preparing.

For questions, contact ISBE at (800) 545-7892 and ask for Food Distribution Program staff or email cnp@isbe.net.

Verification Summary Report Due by Jan. 10

The deadline for the [Verification Summary Report](#), which was originally Dec. 15, has been extended to Jan. 10. Here are links to the VSR instructions:

- [Standard Verification Summary Report Instructions](#): Schools/sites in the National School Lunch Program with students qualifying for free, reduced, and paid meals as determined by Household Eligibility Applications and Direct Certification.
- [VSR Instructions for Community Eligibility Provision Only](#): For those with all site(s) in CEP.
- [VSR Instructions for CEP and Non-CEP Schools/Sites](#): For those with some in CEP and some sites not.
- [VSR Instructions for Residential Child Care Institution With No Day Students](#): All sites and schools are RCCI with no day students.

Last Call for Free Menu Boards

ISBE has a limited number of free menu boards available on a first-come, first-served basis. Illinois schools participating in the National School Lunch Program and/or School Breakfast Program can order them by completing an [online form](#).

The 26-inch by 32-inch menu boards are customizable with four letter-sized inserts.

Visit ISBE's [Menu Board & Signage Resources web page](#) to find a variety of inserts you can use, including daily, weekly, and monthly calendars.



Sign Up for Free Cooking Classes

ISBE is offering free **Healthier Meals Cooking Classes**. Those working with the National School Lunch Program, as well as the Child and Adult Care Food Program, are welcome to attend the classes. Space is limited!

"Baking and Whole Grains" will be offered in partnership with Kaskaskia College in Centralia, Lincoln Land Community College in Springfield, and Kendall College in Chicago. Classes are scheduled in February, March, and April.

The course is worth four continuing education units (CEUs).

For a detailed schedule and to register for courses, look under "What's New?" at <https://www.isbe.net/Pages/Nutrition-and-Wellness.aspx>.

Please note that while this is considered the Level 3 course in Healthier Meals Cooking Classes series, the Level 1 and 2 courses are not required before taking "Level 3: Baking and Whole Grains."



IN THE SPOTLIGHT

CPS 299 Elementary School Earns Award

Congratulations to Arthur E. Canty Elementary School, Illinois' latest award-winner in the HealthierUS School Challenge: Smarter Lunchrooms program. The U.S. Department of Agriculture announced in December that Canty Elementary of Chicago Public Schools 299 earned a Silver Award.

The HealthierUS School Challenge: Smarter Lunchrooms is a voluntary certification initiative recognizing those schools enrolled in the USDA's Team Nutrition that have created healthier school environments through promotion of nutrition and physical activity. There are four levels of certifications that schools can earn: Gold Award of Distinction, Gold, Silver, and Bronze.

A [complete list of HealthierUS School Challenge: Smarter Lunchrooms award-winners in Illinois](#) is available online. The recognition program is administered in Illinois by ISBE. For more information about the program, visit the [HUSC homepage](#).

Food Service Manager Among Those Who Excel

Congratulations to **Cindy Singley, a food service manager at Chiddix Junior High**

School in McLean County Unit District 5, who was one of the Illinois State Board of Education's 235 [2017-18 Those Who Excel award recipients](#) from across the state!

ISBE annually sponsors [Those Who Excel](#) to

honor individuals who have made significant contributions to public and nonpublic elementary and secondary schools in Illinois. Local school district leaders and members of school communities nominate candidates.

Excellence, Meritorious Service, and Special Recognition awards are pre-

sented in seven categories: classroom teacher, school administrator/principal, student support personnel, educational service personnel, school board member/community volunteer; team, and early career educator.

Singley, who received an Excellence award in the educational service personnel category, was praised by her nomina-

tors for her strong leadership, which includes excellent collaboration with staff and being open to suggestions. They also praised her for results in quality control; after she started working there, students were overheard talking about improvements in the food.



A Day in the Life of School Lunch



Check out this excellent short video submitted by Marquardt School District 15 that showcases the importance of nutritious meals for students to maximize learning. “A Day in the Life of School Lunch” has more than 408,000 plays on Vimeo: <https://vimeo.com/236950425>

IDPH Shares Updates on Certification, Allergen Training

The Illinois Department of Public Health submitted the following updates. (The [Food Handling Regulation Enforcement Act](#) was developed and implemented by the Illinois Department of Public Health (IDPH). IDPH is also responsible for the regulation and enforcement.)

Illinois Food Service Sanitation Manager Certification (FSSMC)

- Illinois FSSMC is being eliminated Jan. 1, 2018.
- No longer need additional FSSMC certificate or to submit application and \$35 to IDPH.
- Training course and exam still required.
- Must be ANSI accredited Certified Food Protection Manager (CFPM) certification (ServSafe, NRFSP, Prometric, 360training, StateFoodSafety)
- CFPM certification still required per FDA Food Code.
- If a food manager does not have a national CFPM certificate, only has the IL FSSMC, they will need to work towards obtaining the national certificate to be in compliance.
- Course listing and approved instructor list will no longer be posted on the IDPH website.
- IDPH will no longer approve courses or certify/approve instructors.

- City of Chicago will still maintain their certificate program and approve instructors.
- Local Health Department inspectors will be responsible for validating CFPM certificates during inspections.

Allergen Awareness Training

- Begins Jan. 1, 2018 (limited to notification and education) and enforcement beginning July 1, 2018.
- ONLY for Certified Food Protection Managers (CFPMs) working in Category I (high risk) restaurants (same definition as for food handler training).
- This does NOT include non-restaurants such as schools, day-cares, hospitals, nursing homes, retail grocery stores, or convenience stores.
- Only ANSI accredited allergen training can be used where required, unless the food establishment has an approved internal training program as described in the act.
- Local Health Department inspectors will be responsible for checking allergen training records during inspections
- <http://www.dph.illinois.gov/topics-services/food-safety/allergen-awareness>.

For questions, contact IDPH at (217) 782-4977.

Professional Development: Pump Up P.E.

Pump Up P.E.: Promote Health, Learning & Lifelong Fitness, hosted by the Illinois Public Health Institute, is a day-long training for P.E. teachers on ways to increase physical activity time/intensity levels in classes, implement the revised State Learning Standards on Physical Development & Health, and administer the required state fitness tests. Learn more about the program [here](#). Upcoming full-day Pump Up P.E. trainings:



Date: Tuesday, Feb. 6

Time: 8:30 a.m. to 3 p.m.

Cost: Free! (grant funded)

Location: Highland Church of Christ, 500 W. Highland, Robinson, IL 62454. Accessible to Clay, Crawford, Jasper, Lawrence and Richland counties.

CPDUs: 6, [Register here](#).

Download the promotional flyer [here](#).

Date: Wednesday, Feb. 7

Time: 8:30 a.m. to 3 p.m.

Cost: Free! (grant funded)

Location: Rolland W. Lewis Community Building, 800 S 27th St, Mt Vernon, IL 62864

CPDUs: 6, [Register here](#).

Download the promotional flyer [here](#).

Date: Wednesday, Feb. 14, 2018

Time: 9 a.m. to 3:30 p.m.

Cost: \$75, includes lunch

Location: ROE 26, 130 S. Lafayette St. #200, Macomb, IL 61455

CPDUs: 6, [To register, email Brian Bates](#), ROE 26.

Download the promotional flyer [here](#).

Date: Friday, March 2

Time: TBD

Cost: Free for Kane County teachers, \$75 for non-Kane County teachers

Location: West Aurora High School, 1201 W New York St, Aurora, IL 60506

CPDUs: 5.5

[To register, email Katie Algrim](#), Kane County ROE.

Download the promotional flyer [here](#).

Date: Thursday, March 8

Time: TBD

Cost: Free! (grant funded)

Location: Specific location TBD. General location: Champaign-Urbana

CPDUs: 6, [Register here](#).

Download the promotional flyer [here](#).

Statewide Physical Fitness Assessment Data Released

As of School Year 2016-17, schools are to annually assess the physical fitness level of students in grades 3-12 per [Public Act 98-0859](#) and subsequent Rules [Part 1, Section 1.425](#). This requirement is an effort to assess whether or not schools are meeting [State Goal 20](#), where students achieve and maintain a health-enhancing level of physical fitness. Based upon continual self-assessment, fitness testing can help students identify their fitness levels and set goals for improvement. Gathering this data also enables parents and schools to better understand the health trends within their region and encourage enhancements in a school's physical educa-

tion program.

The Statewide Physical Fitness Assessment for SY 16-17 (by school, district and county) along with context to help interpret these results and guidance on how to use fitness testing data to help your students, physical education (P.E.) teachers, school and community maximize the benefits of physical fitness is now available under QUICK LINKS at <https://www.isbe.net/EnhancedPhysicalEducation>. For more information on physical fitness assessments, please visit our Q&A which is also available under QUICK LINKS at <https://www.isbe.net/EnhancedPhysicalEducation>.



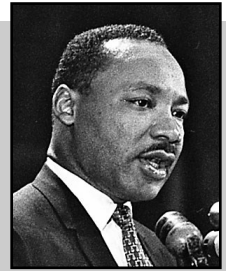
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Events, Meetings, and Deadlines

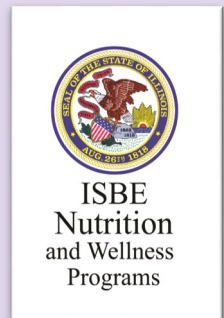
- Jan. 5 – [Illinois Commodity System opens for orders](#)
- Jan. 10 – [Verification Summary Report deadline](#)
- Jan. 15 – ISBE offices closed for Martin Luther King Jr. Day
- Jan. 18 – USDA's "[Serving Milk in the CACFP](#)" webinar
- Feb. 2 – [Deadline for NSLP Equipment Assistance Grant RFPs](#)
- Feb. 8 – [Healthier Cooking Class: Baking and Whole Grains](#), Centralia
- Feb. 12 – ISBE offices closed for Lincoln's Birthday

Please note this is not a complete list of Nutrition Wellness Programs Division events, meetings, and deadlines. Visit us online at www.isbe.net.



What's New Online?

- [December/January issue of Mealtime Minutes](#) (CACFP)
- [Grain Requirements in CACFP: Q&As](#)
- [Feeding Infants and Meal Pattern Requirements in CACFP: Q&As](#)
- [Healthier Meals Cooking Classes registration](#)
- [Menu Board & Signage Resources](#)
- [School Nutrition and Wellness Champions](#)



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To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at <https://www.ascr.usda.gov/how-file-program-discrimination-complaint>, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. **Mail:** U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;
2. **Fax:** (202) 690-7442; or **Email:** program.intake@usda.gov.

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