



# THE OUTLOOK

A Monthly Newsletter for School Nutrition and Wellness Programs

# CELEBRATE NATIONAL SCHOOL LUNCH WEEK!



**A**re you ready for National School Lunch Week, which is set for Oct. 9-13? NSLW was created in 1962 by President John F. Kennedy and is officially scheduled the second full week in October each year. This year's theme is "School Lunch: Recipes for Success."

Check out the [School Nutrition Association's webpage](#) to download a NSLW 2017 Toolkit to get a wide variety of resources and tools to celebrate the special week. There's menu ideas, social media (#NSLW17) suggestions, certificate of recognition templates, and more.

ISBE's Nutrition and Wellness Programs Division would love to hear and see what you are doing to mark the special week. Let us know in advance by emailing [cnp@isbe.net](mailto:cnp@isbe.net). Also, be sure to take pictures during the special week and email them to us, please. We'll feature as many as possible in The Outlook next month and on Twitter and Facebook, too.

**W**ith National School Lunch Week around the corner, consider joining the [U.S. Department of Agriculture's Team Nutrition](#).

Schools participating in the National School Lunch Program are invited to sign up as Team Nutrition Schools, and join an important network of schools working towards healthier school nutrition and physical activity environments.



[Signing up to be a Team Nutrition School](#) is free and easy. Schools are asked to designate a Team Nutrition Leader and have the support of their school nutrition director and school principal. Benefits include special [nutrition education and promotion materials](#).

## NEWS BRIEFS

### SNA



Looking for new inspiration this school year?

Check out the School Nutrition Association's [Top 10 Ways to Involve Students in Your School Nutrition Program](#). In other news, the nomination deadline for the [Food-service Achievement Management Excellence Awards](#) is Oct. 3. The FAME Awards ceremony will be held during SNA's [School Nutrition Industry Conference](#) in New Orleans on Jan. 21.

### FUEL UP TO PLAY 60

At the 2017 Fuel Up to Play 60 Excellence Awards, hosted at the Walter Payton Center in Jackson,

Miss., teachers, administrators, and school nutrition profes-



sionals from Illinois shared the difference Fuel Up to Play 60 makes in their schools.

Check out this [video on YouTube](#) posted by the Midwest Dairy Association. Learn more about [Fuel Up to Play 60 online](#).

### MONTHLY NEWSLETTER



Every month, the USDA's Food and Nutrition Service creates a newsletter highlighting new resources available to assist with coordination and operation of the Summer Meal Programs, including the Summer Food Service Program and the Seamless Summer Option of the National School Lunch Program. Watch for the latest issues on the [USDA website](#).

# USDA Policy Memo Highlights

- ◆ [SP42-2017, Beginning Verification Before Oct. 1: Guidance to Local Educational Agencies](#). The purpose of this memorandum is to provide guidance to state agencies and local educational agencies (LEAs) on the option to begin verification activities before Oct. 1. Section 9(b)(3)(D) of the Richard B. Russell National School Lunch Act (NSLA), 42 USC 1758(b)(3)(D), and regulations at 7 CFR 245.6a(c)(1) require LEAs to verify a sample of approved applications for free and reduced price meals each school year. Verification is not required when eligibility is determined through direct certification in accordance with program provisions in Section 9(b)(4) and (5) of the NSLA, 42 USC 1758(b)(4) and (5), and regulations at 7 CFR 245.6(b).

View all policy memos for the National School Lunch Program, School Breakfast Program, and the Special Milk Program on the [USDA website](#).

## Fuel to Play 60 Funding Opportunities Available

**F**uel Up to Play 60, the in-school nutrition and physical activity program from National Dairy Council, Midwest Dairy Council, and the National Football League, in collaboration with the U.S. Department of Agriculture, is helping to make wellness part of the game plan in more than 73,000 schools across the country.

Funding opportunities for Fuel Up to Play 60 are available to K-12 schools enrolled in Fuel Up to Play 60. The competitive, nationwide funding program is designed to support schools that imple-

ment Plays from the 2017-18 edition of the Fuel Up to Play 60 Playbook. Whether you're just starting out with Fuel Up to Play 60 or looking to expand and extend an initiative that's already in motion, funding opportunities from Fuel Up to Play 60 can help. Funding opportunities for Fuel Up to Play 60 are competitive — Funds are awarded based on the quality of the application and the suitability of the specific request.

To download a PDF of the application and find instructions to apply for funding, visit [FuelUpToPlay60.com](#). The deadline to apply is Nov. 1.

# Spice Up Your Menu Board

**W**ith feedback from Illinois school nutrition professionals, a menu board below has been designed. The menu board total size will be 26 inches wide and 32 inches tall and will securely hold four standard letter-sized sheets of paper horizontally. This will allow the menu planner to customize the menu board to meet specific needs. Some schools may include a breakfast menu, a lunch menu, information about Offer Versus Serve, and meal prices. Some schools may include a lunch menu, meal prices, a nutritional fact sheet, and reimbursable meal combinations. The flexibility is built in.

The initial mailing of the menu boards occurred in August 2017, and we anticipate additional menu boards available. If you would like to request a menu board for a National School Lunch and/or School Breakfast Programs school, please complete the [online survey](#) as soon as possible. The number of menu boards are limited, therefore orders will be filled first in the order they are received.

Menu Boards are intended for schools participating in the U.S. Department of Agriculture's National School Lunch and/or School Breakfast Programs only. Orders for non-participating schools will not be filled.

If you have any additional questions, please contact our office at (800) 545-7892 or via email at [cnp@isbe.net](mailto:cnp@isbe.net).



## Menu Board Inserts Available Online

**C**heck out ISBE's new [Menu Board & Signage Resources](#) web page for customizable menu board insert templates from the Nutrition and Wellness Programs Division. The new page also includes links to other free resources such as the U.S. Department of Education's Team Nutrition, which offers a wide variety of digital and some printed materials.

The ISBE menu board inserts include monthly, daily, and weekly templates in Microsoft Word. Feel free to download them and customize them any way you like. (Note: Portions of the designs are in the Header and can only be changed by selecting "Edit Header" in Word.)

There is even a National School Lunch Week PDF available for download. NSLW is Oct. 9-13.

## Catch Up on CACFP

The updated meal pattern for the Child and Adult Food Care Program begins this month. As many of you are aware, the U.S. Department of Agriculture's Food Nutrition Service published memorandum [CACFP 16-2017, "Grain-Based Desserts in the Child and Adult Food Care Program,"](#) to provide some flexibility in the service of grain-based desserts. Sweet crackers (e.g., graham crackers and animal crackers) are now excluded from being designated as grain-based desserts. Here are a variety of great resources for the new required meal pattern to assist with all the changes.

- ◆ [ISBE's Meal Pattern Requirements and Nutrition Information](#)
- ◆ [USDA Meal Pattern Training Tools](#) (Available in English and Spanish)
- ◆ [At-Risk Afterschool Programs Tip Sheet](#)
- ◆ [Fruit and Vegetable Components Tip Sheet](#)
- ◆ [Grains Component Tip Sheet](#)
- ◆ [Meat/Meat Alternate Component Tip Sheet](#)
- ◆ [Milk Component Tip Sheet](#)
- ◆ [Infant Meal Pattern Birth Through 11 Months](#)
- ◆ [Feeding Infants and Meal Pattern Requirement Q&As](#)

In case you missed it, the [October/November issue of the Mealtime Minutes](#) is available online. Check out this ISBE newsletter for CACFP sponsors. If you want to receive a copy of the Mealtime Minutes e-newsletter, join the Mealtime Minutes listserv. Email [mtm-join@list.isbe.net](mailto:mtm-join@list.isbe.net) and type only the email(s) address to be added in the message section. The subject line must be left blank. A confirmation will be sent to the email address provided. For questions regarding the Mealtime Minutes list serve, e-mail [cnp@isbe.net](mailto:cnp@isbe.net).

## Registration Underway for Healthier Meals Cooking Classes

ISBE's Nutrition and Wellness Programs Division recently announced more Healthier Meals Cooking Classes scheduled for October, November, and March. "Baking and Whole Grains" will be offered Oct. 27 and Nov. 3 in Springfield in partnership with Lincoln Land Community College. In Chicago, the course is offered twice on Oct. 28, once on Oct. 29, and twice on March 30 at Kendall College. For detailed times and to register for courses, look under "Training Opportunities" at <https://www.isbe.net/Pages/Child-Adult-Care-Food-Program.aspx> and click "Healthier Meals Cooking Classes."



Attendees get the opportunity to increase their professional skills with hands-on cooking in a state-of-the-art kitchen and receive a certificate of completion for the course. Those working with the Child and Adult Care Food Program, the National School Lunch Program, and the School Breakfast Program are all welcome to attend the classes.

Space is limited! Please note that while this is considered the Level 3 course in the Healthier Meals Cooking Class series, the Level 1 and 2 courses are not required before taking "Level 3: Baking and Whole Grains." For questions, call the Nutrition and Wellness Programs Division at (800) 545-7892.

## Local School Wellness Policy Resources Available

Download the U.S. Department of Agriculture's Team Nutrition toolkit of communication materials that you can customize to make specific to your school.

Toolkit contents include a letter to the principal from local wellness policy coordinators, newsletter article, parent handouts (English and Spanish), presentations for school staff and parents, and social media graphics and posts. Go to <http://>

[www.fns.usda.gov/tn/local-school-wellness-policy-outreach-toolkit](http://www.fns.usda.gov/tn/local-school-wellness-policy-outreach-toolkit).

Local education agencies participating in the National School Lunch Program are required to develop a Wellness Policy with the objectives of improving the school nutrition environment, promoting student health, and reducing childhood obesity. For more information, visit <https://www.isbe.net/Pages/Local-School-Nutrition-Wellness-Policy.aspx>.

# DID YOU KNOW?

Questions Answered  
by Nutrition  
& Wellness Programs  
Division Staff

## Meal Service Times & Access

**Q: What times are allowed for breakfast and lunch?**

**A:** Schools participating in the National School Lunch and/or Schools Breakfast programs must offer lunch between 10 a.m. and 2 p.m., unless exempted by USDA through ISBE, and breakfast at or close to the beginning of the child's school day. Schools are encouraged to provide sufficient lunch periods that give all students enough time to be served and to eat their lunches; at least 10 minutes after receiving breakfast and 20 minutes after receiving lunch.

Source: [Miscellaneous Regulations, SNP Administrative Handbook](#)

## Free Milk and Reimbursable Meals

**Q: If a student who is eligible for free meals brings a lunch from home can they still have a free milk?**

**A:** No, milk is free only when it is included as a component of the free reimbursable meal. Students who wish to have a milk without the meal must purchase the milk at the a la carte price.

However, in schools operating offer versus serve (OVS) meal service, a student can take the minimum required components with at least one being a serving of fruit and/or vegetable along with a milk and the meal is counted and claimed as a free reimbursable meal at no cost to the student. For lunch, OVS allows for students to be offered five of the required components (fruit, vegetable, grain, meat/meat alternates, and milk) and they can decline two of those so long as a fruit and/or vegetable is selected.

In case you missed it, you can review the "Menu Planning – Lunch" presentation from our [School Nutrition Programs: Back to School Conference](#) held last month. For questions, call (800) 545-7892 or email [cnp@isbe.net](mailto:cnp@isbe.net).

## Read USDA Rules and Policy Memos

**Q. Are the USDA rules and policy memos posted for schools to review?**

**A:** Yes, USDA policy memos for schools are posted online soon after the released date here: [USDA Policy Memos](#). Memos for school programs (SP) are listed by date of release, and memo number (SP 41-2017), followed by the memo title. ISBE works to incorporate new memos and memo revisions into the [School Nutrition Programs Administrative Handbook](#) in applicable terms.

## Now Available: The New Interactive Recipe Analysis Workbook

**H**ot off the press! The Food Buying Guide for Child Nutrition Programs (FBG) Interactive Web-Based Tool now includes a new component, the Recipe Analysis Workbook (RAW). The RAW helps program operators determine the meal pattern contribution for their recipes! You can now easily search for creditable ingredients, calculate the meal pattern contribution, and print a contribution statement. Stay tuned for more upcoming releases related to the FBG to include a downloadable version and a Mobile App!

The Food Buying Guide for Child Nutrition Programs (FBG) is the essential tool for food yield information for all Child Nutrition Programs, helping you: 1) purchase the correct amounts of foods and 2) determine the meal pattern contribution.

The FBG Interactive Web-Based Tool (released July 2017) allows you to:

- Easily search and navigate food yields,
- Compare food yields, and
- Create and save favorite foods lists.

It also includes the interactive Product Formulation Statement Workbook, allowing manufacturers to easily calculate their product's contribution statement and generate crediting documentation.

It's now easier than ever to access the new [Food Buying Guide for Child Nutrition Programs Interactive Web-based Tool](#). Create your account and verify with one simple click!





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## Events, Meetings, and Deadlines

Oct. 9 – ISBE offices closed for Columbus Day

Oct. 9-13 – [National School Lunch Week](#) (School Nutrition Association)

Nov. 2 – [Illinois-Iowa 2017 School Wellness Conference](#) (Action for Healthy Kids)

Nov. 10 – ISBE offices closed for Veterans Day

Please note this is not a complete list of Nutrition Wellness Programs Division events, meetings, and deadlines. Visit us online at [www.isbe.net](http://www.isbe.net).

## What's New Online?

- [CACFP Renewal Instructions for 2018](#)
- ["Certification of Household Eligibility Applications" SNP archived webinar](#)
- ["Electronic Direct Certification System Overview" SNP archived webinar](#)
- [Menu board order form for NSLP and SBP schools](#)
- [School Year 2017-18 ISBE Commodities Anticipated Delivery Schedule](#)
- [SNP: Back to School Conference presentations archive](#)
- [Tentative List of SFAs to Receive Administrative Review in School Year 2017-18](#)

Visit the Nutrition and Wellness Programs Division at <https://www.isbe.net/Pages/Nutrition-and-Wellness.aspx>.

## Non-Discrimination Statement

*In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.*

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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](mailto:program.intake@usda.gov).

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# University of Illinois Extension

## the **ABCs** of school nutrition

Professional Standards Training for Illinois School Nutrition Employees

Funding provided by the Illinois State Board of Education

### Have you checked out our newest mini-course additions?

#### Salt? Who Needs It! Taking Advantage of Spices and Flavor to Satisfy Tastebuds (30 minutes credit)

In this course, we review strategies to reduce sodium in school meals, cooking techniques to add flavor without salt, how to use herbs and spices, and more!

#### Fruit in School Food Service (15 minutes credit)

In this course, we discuss health benefits of fruit, requirements for reimbursable meals, and ways to incorporate and promote fruit in school meals.

Access all of our online courses at <http://go.illinois.edu/abcsofschoolnutrition>



### Welcome to the Meal of the Month Club!

Congratulations to Warrensburg-Latham CUSD #11 for winning September's Meal of the Month contest! We love their colorful tray, which features mostly commodity foods! The fajita seasoned chicken, shredded cheddar cheese, and whole wheat wrap all came from USDA foods while the strawberries, celery, and carrots are from DoD FFAVORS.

*Want to win \$100 of nutrition swag for your school?* Submit photos of your healthy, beautifully plated school meals to [schoolnutrition@illinois.edu](mailto:schoolnutrition@illinois.edu) or share on our Facebook, Twitter, or Instagram pages!

**OCTOBER ENTRIES DUE 10/20, 5:00 PM**



### FEATURED SCHOOL RECIPE - Orange Glazed Sweet Potatoes!

This seasonal recipe is upgraded with a twist of citrus flavor and accented with dried cranberries. Scaled for 50 or 100 servings, and each serving credits as 3/8 cup red & orange vegetable.

Get the recipe here: <https://whatscooking.fns.usda.gov/quantity/child-nutrition-cnp/orange-glazed-sweet-potatoes-usda-recipe-i-130-schools>

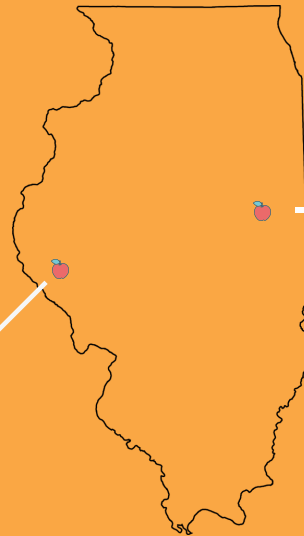


Staff from the Griggsville-Perry school district are ready to “make music” in the kitchen after learning more about food production records and portioning breakfast and lunch servings for the students. They earned 3 hours of USDA Professional Standards training with instructor Leah Erke, Visiting Outreach Associate.

## Spotlight on Success!



ABCs of School Nutrition staff have been working with Rantoul Township High School to implement Smarter Lunchroom principles. After Jenny Spinks (SNAP-Ed Program Coordinator) and Caitlin Kownacki (SNAP-Ed Educator) assessed the cafeteria, RTHS made several changes. They placed attractive baskets of fruit near the cash register, created a flavor station using sodium free seasonings, and more! Check your inbox for October's "On Your Tray" e-newsletter for more photos and information!



Does your district need nutrition guidance? We can help with Breakfast After the Bell, Smarter Lunchroom strategies, grant applications, staff training, and more.  
E-mail us today to get connected with your local ABCs of School Nutrition staff!

## STAY IN TOUCH!

E-mail: [schoolnutrition@illinois.edu](mailto:schoolnutrition@illinois.edu)  
Website: [go.illinois.edu/abcsofschoolnutrition](http://go.illinois.edu/abcsofschoolnutrition)  
Sign up for our monthly e-newsletter: [go.illinois.edu/onyourtray](http://go.illinois.edu/onyourtray)

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University of Illinois Extension

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Professional Standards Training for Illinois School Nutrition Employees

Funding provided by the Illinois State Board of Education