

THE OUTLOOK

Your Guide to School-Based Child Nutrition Programs

May 2015

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School Year 2015-16 Household Eligibility Application Coming Soon!

The Household Eligibility Application for free and reduced-price meals for the school year 2015-2016 will be posted on our website (www.isbe.net/nutrition) no later than July 1, 2015. All forms used in prior years to create copies for distribution should be discarded. The new application form must be used. Program regulations require schools to distribute free and reduced-price Household Eligibility Applications each school year, at or near the beginning of the school year. Schools cannot send letters home at the end of the current school year for the next school year nor can the schools begin accepting and processing applications before July 1 annually.

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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. 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.

ISBE Food Handler Training

On Aug. 27, 2013, the Food Handler Training Enforcement Act was signed into law. This law requires all food service area employees or food handlers that work with open/unpackaged foods, food service equipment or utensils, or any food contact surfaces to receive an approved food handler training.

This training requirement includes school food service staff. School food services and other child nutrition programs are classified as being "non-restaurant" facilities. Food handlers working in non-restaurant facilities must complete an approved training program by July 1, 2016. Additional information regarding the Food Handler Training Enforcement Act is available at http://www.idph.state.il.us/about/fdd/FSSMC_FoodHandler_FAQ_V5_07072014.pdf.

The Illinois State Board of Education (ISBE) Nutrition and Wellness Programs Division has been approved by the IDPH to provide the training to school food service staff. Staff that complete the training and receive a passing grade on the required assessment will receive a certificate that is valid for 3 years. All trainings provided by the ISBE Nutrition and Wellness Programs Division will be free of charge to all school food service and other child nutrition program employees.

Dates and Locations

- June 9 – Kankakee
- June 10 – Joliet (Morning and Afternoon Sessions)
- June 16 – Tinley Park, [Illinois School Nutrition Association Annual Conference](#)
- June 22 – Macomb
- August 5 – Dunlap
- Additional dates and locations will be posted as they become available.

Register for the Kankakee and Joliet locations by visiting <http://webprod1.isbe.net/cnscaendar/asp/eventlist.asp>.

Registration for the Tinley Park location will be included with the ISNA Annual Conference.

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

This ½ day workshop will be a beginners 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)

Register by visiting <http://webprod1.isbe.net/cnscaledar/asp/eventlist.asp>.

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)

Register by visiting <http://webprod1.isbe.net/cnscaledar/asp/eventlist.asp>.

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 6, 2015 – Orland Park (morning session)
- October 7, 2015 – Lisle (afternoon session)
- October 15, 2015 – Bloomington (morning session)
- October 20, 2015 – Mt. Vernon (morning session)

Register by visiting <http://webprod1.isbe.net/cnscaledar/asp/eventlist.asp>.

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Grants, Grants, Grants for School Year 2015-16!

NSLP Equipment Assistance Grants – Deadline June, 2015 (TBA)

In response to a USDA award of \$950,534, the IL State Board of Education will be issuing a Request for Proposals (RFP) to assist school food authorities in School Year 2015-16 purchasing equipment needed to serve healthier meals that meet the updated meal patterns, with emphasis on serving more fruits and vegetables in school meals, improving food safety, and expanding access. ISBE will issue subgrants, not to exceed \$50,000, on a competitive basis and all sponsors participating in the National School Lunch Program (NSLP) are eligible to apply. The RFP will be released in May with a deadline in June. When available, the RFP will be posted at http://www.isbe.net/nutrition/htmls/nslp_grant.htm, an article will be in the Superintendent's Weekly Message, and an email will be sent to all Authorized Representatives in the NSLP.

School Grants for Healthy Kids – Deadline May 1, 2015

Are you interested in continued funding to support your grant projects? AFHK has Sustainability grants available as well as grant opportunities for additional schools within your district for the 2015-2016 school year! Breakfast Grants ranging from \$1,000 to \$2,500 and Every Kid Healthy Grants ranging from \$500 to \$2,500 are available. Apply for one or both by May 1, 2015. In addition to funding, your school will continue to receive year-round support, gain access to AFHK's new and improved grants portal, and ensure your students are healthy and ready to learn!

Click [here](#) to **apply by May 1, 2015** for a 2015-2016 School Grant for Healthy Kids.

Dollars for Dairy – Deadline June 19, 2015

Does your school need money? St. Louis District Dairy Council is accepting applications for **Dollars for Dairy** grants to help schools increase participation in school meals or promote dairy items like smoothies, parfaits, or single-serve yogurt and cheese. Consider alternative breakfast programs such as Breakfast in the Classroom or Grab and Go Breakfast to improve participation and reach more students with a healthy breakfast.

Visit www.stldairycouncil.org/Community-Programs/Dollars-For-Dairy to download the 2-page Dollars for Dairy Application and to get more ideas on how to use funding. Don't delay, the **deadline is June 19, 2015**.

Fuel Up to Play 60 - Deadline June 16, 2015

Looking for funding opportunities to improve the healthy eating and physical activity opportunities in your school? Up to \$4,000 per year is available to qualified K-12 schools enrolled in Fuel Up to Play 60 to kick start healthy changes in school year 2015-16.


Qualified schools must:


- Be enrolled in Fuel Up to Play 60
- Have a registered program advisor
- Participate in the National School Lunch Program

For application details visit: <https://school.fueluptoplay60.com/funds/introduction.php>.

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Claim Common Cent\$--Year End Claims

As you prepare to end the school year and file your final claims before summer break, take a moment now to ensure that you have the correct serving days approved for each site. If you had to add a few days to your school year due to snow days, you need to update your operating days and participation detail before you file your May or June claim for reimbursement. Instructions on how to add serving days are available inside WINS by clicking on the  icon. They are titled "School Nutrition Programs (SNP) - Adding Serving Days.pptx."

If you have serving days approved on which you will no longer be serving meals, you may leave those days blank or enter zeroes in those individual days. If you are currently approved to serve for an entire month of the entire summer and will not be serving for one or more of those months, we ask that you remove those months from your participation. Instructions for removing summer months are also available at the  icon. They are titled "School Nutrition Programs (SNP) - Removing Summer Break.pptx."

If you need assistance with your claim, please contact Funding & Disbursements Division at 217-782-5256. If you need assistance with updating participation or days of operation, please contact Nutrition Programs & Support Services at 1-800-545-7892.

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Delivery Information for USDA Foods

Are you going to have a change in delivery site information for USDA Foods next school year? Possibly consolidating, annexing, closing a building or opening a new one?

To make everything go as smooth as possible, all changes need to be made on the IL Commodity System (ICS) prior to July 5th for the August delivery. The ICS Delivery Site Change form is available on the FDP website at www.isbe.net/business.htm.

If you need assistance, please contact the Food Distribution Program staff at 1/800-545-7892 prior to July 5th.

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School Nutrition Association Annual Conference – July 12-15, 2015

Explore. Discover. Inspire. That's the name of the game at the 69th Annual National Conference, July 12-15, 2015! Join more than 6,000 attendees including school nutrition, industry members and allied organization representatives at SNA's premiere school nutrition event of the year. Come prepared for a fun, educational and thought-provoking experience in beautiful Salt Lake City.

For schedule and registration, visit <https://schoolnutrition.org/ANC2015/>.

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IL School Nutrition Association Annual Conference – June 15-18, 2015

The **ILSNA 2015 Annual Conference** is taking place on 6/15/2015 - 6/18/2015 at: Tinley Park Convention Center - 18451 Convention Center Drive - Tinley Park, Illinois 60477 - 708-342-485. **[Click Here for More Information!](#)**

Reserve your spot at a reduced early bird rate! Early bird rates end May 31, 2015.

Special request from one of their General Session Speakers.

Margo Frazier is working on her presentation and would love to incorporate some pictures of Illinois School Food, kitchens, marketing, and staff if possible. You can send them to her at margofrazier@gmail.com or you can post your pictures to her Facebook Page: *I Am Not Just the Lunch Lady*.

Questions?? Contact Tamiko Kinkade, ILSNA Executive Director, 217-529-6578 or info@ilsna.net.

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Eighth Annual Wellness Conference a Success!

On April 23, 2015 Action for Healthy Kids hosted the 8th Annual Wellness Conference in Champaign, Illinois. The event welcomed 130 attendees which included school administrators, health educators, physical educators, school nurses and foodservice professionals as well as organizations that support wellness initiatives in our Illinois schools.

The conference was a day filled with information on the subjects of Coordinated School Health, Physical Activity and Physical Education, Nutrition Education and School Meals. The Robin A. Orr Partnership Award was presented to the Harrisburg, Illinois schools for the innovative school gardens.



Pictured with the KickStart Mobile from Sarah Bush Lincoln Health Systems are two of our own foodservice staff from Harlem UD 122, Jody Sidener and Teresa Parlapiana.

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New! Tool Kit for Managing Food Allergies in Schools

[Food allergies](#) affect approximately 4% - 6% of children in the United States. Helping school staff to be prepared to [prevent and manage a child's severe allergic reaction](#) can create a healthy environment where all school children can reach their full potential.

The [Tool Kit for Managing Food Allergies in Schools](#) was developed by CDC to help schools in implementing the [Voluntary Guidelines for Managing Food Allergies in School and Early Care and Education Programs](#).



The easy-to-use tool kit includes [tip sheets](#), [training presentations](#), and [podcasts](#) highlighting resources and action steps specific for a diverse audience of school staff:

- School superintendents
- Administrators
- Teachers and paraeducators
- School nutrition professionals
- School transportation staff
- School mental health professionals

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Enhanced Physical Education – New Requirements for Physical Fitness Assessments in Schools

Public Act 098-0859 requires all public schools, starting with the 2016-17 school year, to administer scientifically-based, health-related physical fitness assessments for grades 3-12 for select fitness components and to periodically report that information to the Illinois State Board of Education (ISBE).

It also created and charged the *Stakeholder and Expert Task Force on Physical Education* with the following:

- make recommendations (from which ISBE will adopt rules for implementation, data collection and reporting) on the following: 1) which components of fitness should be assessed; 2) which fitness component scores should be reported to ISBE; 3) the demographic information that should accompany the scores; 4) the grade levels for which fitness assessment scores should be reported; and 5) the frequency of reporting.
- make recommendations on methods for ensuring validity and uniformity of fitness scores, including assessment administration protocols and professional development approaches for physical education teachers, and protocols regarding the protection of student confidentiality and individual information and identifiers.
- make recommendations on how physical fitness assessment data should be reported by ISBE to the public, including potential correlations with student academic achievement, attendance, and discipline data and other recommended uses of the reported data.

The fifteen member Stakeholder and Expert Task Force on Physical Education was appointed by Illinois State Superintendent of Education Christopher Koch in October 2014 and met regularly from November, 2014 through March, 2015. Their final report along with meeting agendas and minutes are available at <http://www.isbe.net/EPE/default.htm>.

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Calendar of Events

May 2015

- 10 Begin submitting last month's child nutrition claims for reimbursement in WINS through IWAS. ALL child nutrition program claims (original and revised) must be received by ISBE no later than 60 days from the last day of the month you are claiming. Due dates for reimbursement claims are listed at http://www.isbe.net/funding/pdf/nutrition_claim_due_dates.pdf
- 14 ISBE Board Meeting - Springfield
<http://www.isbe.net/board/default.htm>
- 25 ISBE Offices Closed – Memorial Day



Nutrition and Wellness Programs

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Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221-5689, which is also in

Spanish or call the [State Information/Hotline Numbers](#) (click the link for a listing of hotline numbers by State); found online at http://www.fns.usda.gov/snap/contact_info/hotlines.htm.

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