

THE OUTLOOK

Your Guide to School-Based Child Nutrition Programs

JANUARY 2016

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Claim Common Cent\$ - Claim Reminder Notices

Starting with Fiscal Year 2016/October 2015 claims, Funding & Disbursements will no longer be mailing claim reminder letters in the US Mail. We have started emailing the claim reminder notices to the email addresses that we have on file for the Authorized Sponsor Representative, the Sponsor Contact and the Sponsor Claim Contact. Please check the email addresses that are showing in WINS as that is the email address that the notice will be sent to. If that email is not correct please contact our office to update it.

Two reminders will be sent for each month to Sponsors who are approved to participate and have not submitted their sponsor claim for the month. Reminder notices will be emailed on the 25th of the month for the previous month and on the 15th of the month for the second previous month. For example: on January 25 the first reminder notices for December will be sent and on February 15 the second reminder notices for December will be sent.

Claims are due no later than 60 calendar days after the end of the claiming month. We recommend submitting claims 10 days after the claiming month to ensure prompt payment of the claim. Claim due dates are as follows:

<u>Claim Month</u>	<u>Due Date</u>
October	December 30
November	January 29
December	March 1 (Feb 29 if leap year)
January	April 1 (March 31 if leap year)
February	April 29
March	May 30
April	June 29
May	July 30
June	August 29
July	September 29
August	October 30
September	November 29

If you have any questions regarding claims please contact Funding & Disbursement Services at 217-782-5256.

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Summer Food Service Program

The Summer Food Service Program (SFSP) is designed to provide nutritious meals during the summer months to children from areas where at least 50 percent are eligible for free or reduced-priced meals during the school year through the National School Lunch and School Breakfast Programs. **Does your area meet this criterion?** If so, consider becoming a sponsor to help bridge the gap for the children in your community. All sponsors will be required to submit the program application and monthly claims for reimbursement via the internet.



SFSP is a much underutilized program throughout the United States; so we hope your school will participate and serve up to two meals a day for all children (including community children) during the summer months. Statistics show that out of 100 children who eat lunch during the school year in NSLP; only 16.2 receive a meal in SFSP or Seamless Summer Option (SSO); *FRAC's Summer Nutrition Status Report 2015, Hunger Doesn't Take a Vacation*

(http://frac.org/pdf/2015_summer_nutrition_report.pdf).

If the responsibilities of sponsorship of the SFSP are not possible, you can still participate in the program by operating a site, being a vendor, or volunteering your time. Visit our website at <http://www.isbe.net/nutrition/htmls/summer.htm> to learn more about this vital program and how you can help.

Training workshops for the Summer Food Service Program will be held from March through May 2016 for organizations interested in sponsoring the SFSP during the summer of 2016. Workshop information; including dates, locations, and times will be posted to the web site at <http://www.isbe.net/nutrition/htmls/summer.htm> by mid-January.

For additional information, contact Amy Bianco or Naomi Greene at 800/545-7892 or email abianco@isbe.net or ngreene@isbe.net.

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School Breakfast Program Mandate: Plan Ahead!

Public Act 96-0158 requires each school district in this State to implement and operate a School Breakfast Program by the first day of each school year in each school building within its district in which as of October of previous school year had 40 percent or more of the students eligible for free or reduced-price lunches in the prior school year. ISBE administers the federally-funded School Breakfast Program and the state-funded IL Free Breakfast Program to assist you in implementing a successful program and to supplement the cost of providing the program. For additional information on this legislation, including the opt-out provision, go to http://www.isbe.net/nutrition/htmls/hb_756.htm

To determine whether or not your school is required to operate a School Breakfast Program next school year (SY16-17), the 2015 October free and reduced-price eligibility percentages will be posted at http://www.isbe.net/nutrition/htmls/eligibility_listings.htm in January 2015 once October claims are finalized.

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Presentation Proposals Sought for Annual Illinois School Wellness Conference – Date Extended!

Illinois Action for Healthy Kids (IL AFHK) invite individuals with expertise in school health and wellness to submit session ideas for presentation during the 9th Annual Illinois School Wellness Conference, which is scheduled for April 28, 2016, at the Crowne Plaza, 3000 South Dirksen Parkway, Springfield, IL 62703.

AFHK is specifically interested in presentations that highlight successful school health and wellness-related outreach in schools, innovative projects that improve the overall health of the school community, and emerging issues impacting school health and wellness. Presentations will be selected based on the need for the topic as it relates to school health and wellness and the speaker's knowledge and expertise on the subject.

You can download more information and the proposal application [here](#). Questions? Contact Adenike Sosina at asosina@actionforhealthykids.org, (312) 436-0499 ext. 110. All proposals are due by 5pm on January 15, 2016.

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2016 School Wellness Webinar Series

University of Illinois Extension Illinois Nutrition Education Programs (INEP) is back with its free webinar series for the Spring! From January to May, the 1st Wednesday of every month from 3:00-3:30 pm, join us for reliable & practical information about exciting & relevant school wellness topics:

January 6:

Recess Before Lunch: Order is More Important than You Think!

February 3:

USDA Smarter Lunchrooms: Optimizing Your Lunchroom to Promote (& Sell!) Health

March 9:

Fresh Fruit & Vegetable Grant: Everything You Need to Know!

April 6:

Backpack Nutrition Programs: How to Get Started for Success

May 4:

USDA Team Nutrition 101: Navigating & Using Materials Like an Expert!

Participants will understand the benefits of each topic, learn how they can support their school, and what resources are available to help them. Each webinar includes live Q&A and can be accessed using the internet or phone. Plus, this webinar counts toward your Professional Development Standards! To register, please visit http://go.illinois.edu/inep_spr2016.

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SY16-17 USDA Foods Show

Are you thinking about using any of your SY16-17 USDA Foods entitlement on processing? If so, mark your calendar now to attend a USDA Foods Show!

There will be 2 shows this year. The northern location will be on Tuesday, January 12th at Abbington Banquets in Glen Ellyn and the southern location in Collinsville at the Gateway Center on January 14th. These events will provide educational sessions and the opportunity to see and taste new products to assist you in selecting processed end products that meet your specific needs for SY16-17.

The SY16-17 Annual USDA Foods Orders Forms on ICS will be available starting on January 20th.

For more information or to register for the USDA Foods Shows, please visit the ILSNA website at www.ilsna.net!

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Illinois Department of Public Health Food Handler Training Option

Global Compliance Network (GCN) is now offering an online training option that meets the Illinois Department of Public Health's (IDPH) Non-Restaurant Food Handler Training Requirement.

Illinois school districts that already utilize GCN trainings can log-on to www.gcntraining.com and search for the *Food Safety/Food Handler* training. The training is approximately 1 hour long, and covers all of the required IDPH topics. Users are required to answer questions throughout the training to satisfy IDPH's assessment requirement.

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Sangamon County Excellence in School Wellness Award



The Sangamon County Excellence in School Wellness Award recognizes public schools in Sangamon County that have taken steps to create a healthy environment for their students and staff in the areas of school meals, nutrition & health education, physical activity & PE, health promotion and obesity prevention. A healthy school environment is positively associated with academic achievement and improved behavior in students, helps prevent childhood obesity, supports family wellness, and decreases the risk of future chronic diseases by promoting ideal health practices among youth.

Over the years, Sangamon County schools have created new student and staff wellness programs, improved the quality and taste of healthy school meals, and worked with community partners to install community gardens, give in-class nutrition education and provide health education assemblies. Schools have also made changes to their school environment and policies so that nutrition and physical activity become second nature to current and future students. Because of their efforts, we will see a new generation of healthy, thriving youth and a healthier future for Illinois.

Beginning with the 2014-2015 school year, University of Illinois Extension created the Sangamon County Excellence in School Wellness Award to honor Sangamon County schools' commitment to school health. The award is open to all public schools in Sangamon County that participate in the National School Lunch Program and/or School Breakfast program. Annually, schools may apply to be recognized as Bronze, Silver, or Gold level winners. All schools that fall into the one of the three score categories will be awarded a Certificate of Excellence in front of their Board of Education for their district. In addition, schools that demonstrate an extra amount of motivation or success will be considered for a Distinction Award in their category. All schools are encouraged to apply, especially first-time applicants and schools with 40% or above free/reduced lunch eligibility. To apply, follow this link: <https://drive.google.com/open?id=0B7pNwFRBMOctbG9xTGZTSmM3NjA>.

Congratulations to the winners for 2014-2015!

Dubois Elementary, Springfield IL – Gold Winner

Harvard Park Elementary, Springfield IL – Gold Winner (pictured below)

Matheny-Withrow Elementary, Springfield IL – Gold Winner with Distinction (pictured below)



*Harvard Park Elementary, Springfield IL
Gold Winner*



*Matheny-Withrow Elementary, Springfield IL
Gold Winner with Distinction*

Also, special thanks to our 2014-2015 community partners who support & appreciate our schools' efforts to improve school wellness: University of Illinois Extension, genHkids, Illinois Department of Public Health, County Market, Illinois State Board of Education, YMCA of Springfield, Springfield Urban League, Illinois Action for Healthy Kids, Sangamon County Department of Public Health, and the Sangamon-Menard Regional Office of Education.

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Growing Roots in Farm to School Webinar Series

The USDA has put together a 11 part webinar series to assist those wishing to learn more about farm to school. The series covers topics such as Farm to School Planning, Food Safety, Menu Planning, School Gardening, Program Sustainability and Curriculum Integration. This webinar series is a great starting place if you are just getting started or a great resource if you are looking for ways to expand what you are currently doing.

Just click [here](#) to view this webinar series and/or to view testimonials of more than 30 USDA Farm to School grantees.



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Calendar of Events

January 2016

- 1 ISBE Offices Closed – New Year’s Day
- 6 ISBE Board Meeting - 4th Floor Board Room at 100 North First Street, Springfield
<http://www.isbe.net/board/default.htm>
- 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
- 12 USDA Foods Show – Abbington Banquets, Glen Ellyn, IL
- 13-20 Make changes to next month’s USDA Foods order
- 14 USDA Foods Show – Gateway Center, Collinsville, IL
- 18 ISBE Offices Closed – Martin Luther King, Jr. Day
- 20 SY17 Annual USDA Foods Ordering Begins



Nutrition and Wellness Programs

Illinois State Board of Education
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Springfield, IL 62777
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Fax: 217/524-6124
Email: cnp@isbe.net

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, 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
- (3) email: program.intake@usda.gov.

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